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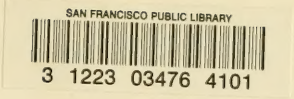

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SAN FRANCISCO AIRPORTS COMMISSION

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MINUTES

TUESDAY, JANUARY 4, 1983

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Director of Airports

San Francisco International Airport
San Francisco, California 94128

SAN FRANCISCO AIRPORTS COMMISSION

MINUTES

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Minutes
of the
Airports Commission Meeting

January 4, 1983

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Minutes
of the
Airports Commission Meeting

January 4, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:00 p.m., in Room 282, City Hall, San Francisco, CA

* * *

B. ROLL CALL:

Present:	Commissioners Morris Bernstein, William K. Coblentz, Ruth S. Kadish, Z.L. Goosby.
Absent:	Commissioner J. Edward Fleishell.

* * *

C. ADOPTION OF MINUTES:

The following items were adopted by order of the Commission President.

NO. 82-0001	Minutes of the regular meeting of September 7, 1982
NO. 82-0002	Minutes of the special meeting of September 20, 1982.

* * *

D. ANNOUNCEMENT BY SECRETARY:	In accordance with the Brown Act, Section 54957.1, Jean Caramatti, Commission Secretary, announced the unanimous adoption of resolutions 82-0346 through 82-0354 authorizing modification of Lease and Use Agreements between the City and County of San Francisco and Pan American World Airways, Inc.; Northwest Airlines, Inc., Canadian Pacific Air Lines, Ltd.; China Airlines; Japan Airlines; Lufthansa German Airlines; Philippine Airlines; Qantas Airways, Ltd.; and Singapore Airlines, Ltd. at the meeting of December 7, 1982.

* * *

E. SPECIAL ITEM:

1. Presentation by Howard Friedman on progress of South Terminal Complex Construction Program.

Mr. Howard Friedman said that on December 20 he met with Airport and Airline technical staffs. At this time an advanced set of drawings and specifications covering the programmed requirements were submitted for their final review and approval in terms of space requirements and technical needs. These items were also submitted to the seven architects to provide them with the scope of their work and descriptions of their responsibilities as a prelude to contract negotiations.

Mr. Friedman hopes to have the final reactions from Airport and airline technical staffs tomorrow so that the drawings can be updated and submitted.

Mr. Friedman said this is a very complex project and by expliciting noting the requirements for each architect for each phase of the work it is hoped that the number of extras will be minimized. The work is also being phased to minimize passenger discomfort and at the same time maintain optimum on-going operations. Unlike the North and Central Terminal projects the South Terminal will continue operations.

Mr. Friedman showed sketches of the terminal to the Commission and offered a description.

* * *

F. DIRECTOR'S REPORTS:

The following item is to be held in abeyance.

2. Airport Travel Agency — Director's Report reviewing airport travel agency alternatives and recommending a course of action.

Mr. Lou Turpen, Airport Director, said that the Commission, some time ago, asked staff to put together a report on alternatives for travel agencies at the Airport. Of the five alternatives a ticket pick-up kiosk might be the most desirable, requiring about 200 square feet of space. It is anticipated that the kiosk would be located in the North Connector.

Mr. Turpen said he would be interested in the Commissions opinion.

Mr. Turpen said there is 1100 square feet in the Connector and possibly that area should be looked at as a package. He explained that PT&T had approached the Airport with the concept of a meeting room service where a foreign businessman could come to San Francisco and conduct a transcontinental meeting without leaving the Airport.

Commissioner Kadish said that when she asked staff to develop the idea of a travel agency at the Airport neither the Airport nor the airlines were in the current period of depression. The airlines would lose 10 percent per ticket in any operation that was set up and she was not willing to add to their difficulties.

Additionally, it was originally thought that by establishing a travel agency passengers would avoid lines at ticket counters, however, Commissioner Kadish wondered if passengers would not end up in lines at the travel agency.

Commissioner Kadish asked that this item be held in abeyance.

Mr. Turpen responded that he would get back to the Commission after staff had a chance to look at the entire 1100 square feet and put together ideas as to the types of activities that could be included in that space.

Commissioner Kadish asked if there was a meeting room for the public.

Commissioner Coblentz responded that it would be inappropriate to allocate public funds for a special meeting room and he would be against it.

3. Luggage Carts — Report on the feasibility of no charge for use of luggage carts at the Airport.

Mr. Turpen said this was in response to the possibility of using a no-fee system for luggage carts at the Airport. Based on staff's findings he recommended retaining the fee which covers maintenance, repair and replacement of the carts as well as personnel costs.

4. Central Terminal Review - verbal report.

Mr. Turpen asked Jason Yuen to brief the Commission on the status of the Central Terminal.

Mr. Yuen, Director of Planning & Construction, said that there were eight active projects in the Central Terminal complex. He summarized each project as follows: (1) Boarding Area D is 97% percent complete and the Airport's portion of construction should be completed in a month and a half. (2) The Central Terminal Remodeling Project and the Central Terminal Tower Project are several months behind schedule but he is confident that the time will be made up and will be completed by the scheduled July date. (3) The Connectors are 80 percent completed and are on schedule. (4) Boarding Area D Apron Project is 66 percent completed and is on schedule. (5) The Upper Floor Remodeling Project has begun and administrative offices are expected to move in before the terminal is opened to the public. (6) The water fountain display in the atrium in Boarding Area D will be awarded at this meeting. (7) The project that includes the interior finishes of the USO, Airport Operations offices and other interior rooms of the Connectors was to be awarded today but the Human Rights Commission indicated that there were some problems with the Affirmative Action program and the item will be put over to the next meeting. The delay will not effect the schedule. (8) To demolish a small section of the old connector between the North and South Terminals. This will be awarded today.

Commissioner Kadish said she visited the Central Terminal yesterday and was pleased with its progress.

Commissioner Kadish suggested that ashtrays be built in to the ticket counters as they are in the Miami airport.

Mr. Yuen said it was a good suggestion and he would follow up on it.

Mr. Yuen told the Commission that the Airport has received a letter from the international carriers regarding seating in the Central Terminal. He showed a sample of the proposed fabric to the Commission and said that it has been approved by Gordon Johnson and Howard Friedman. Mr. Yuen said the furniture was guaranteed for five years and although there was a problem with soiling of the fabric, replacement was very simple. The airlines will be responsible for maintenance and Mr. Yuen recommended approval.

Mr. Turpen said Airport staff would monitor the cleaning schedules.

Mr. Yuen said he would draft a formal resolution for the next meeting.

The following item was put over.

5. Medical Clinic Options: Decisions - Lease Specifications and Authorization to Bid. - verbal report

* * *

G. ITEMS INITIATED BY COMMISSIONERS:

Commissioner Coblentz introduced a resolution authorizing Ron Wilson to attend an ATA Conference.

The resolution was unanimously adopted.

NO. 83-0003

Commissioner Kadish asked that a resolution be drafted commending Airport Police Officer Robert Sheehan for saving the life of a motorist involved in an accident in San Francisco on December 22, 1982.

* * *

H. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS:

The following item was put over.

6. Cable Car Message Unit. — Resolution rescinding Resolution 82-0334 adopted December 7, 1982 and approving revised Lease Specifications for a Cable Car Message Unit to be attached to Cable Car Sign on main Airport Exit Road and authorizing Director to invite bids for said concession.

Commissioner Coblentz recommended that political messages not be permitted.

Commissioner Goosby recommended that general guidelines be established by the Commission.

Commissioner Kadish suggested a Commission policy on advertising be adopted.

Mr. Turpen said a list regarding types of advertising will be developed and submitted to the Commission at the next meeting.

Commissioner Kadish suggested that the sign should announce the opening of the Central Terminal.

The following items were unanimously adopted.

7. PSA Plots 10 and 10C - Rental Rate for Third Ten Year Period.

NO. 83-0004 — Resolution establishing the rental rate of PSA Plots 10 and 10C for the ten year period commencing August 1, 1981 as $107,988.00 per year.

8. Resolution Awarding Lease - South Terminal Soaps and Lotions Cart

NO. 83-0005 — Resolution awarding lease of South Terminal Soaps and Lotions Cart concession to T.N.T. Enterprises a general partnership.

9. Bid Call - Contract 1473
Industrial Waste Line for Shuttle Bus Facility

NO. 83-0006 — Resolution approving final drawings and specifications and authorizing the Director of Airports to call for bids for Airport Contract 1473.

This contract will extend the industrial waste pipe line to the Shuttle Bus Facility and install an oil separators with a pump station. This will eliminate the oil pollution problem we have in this area.

Construction time - 60 calendar days.

10. Resolution Approving Type II Modifications to Contracts 1200B(4) and 1220 for Revisions and Additions to the Fire Protection System Required by the Fire Marshall.

NO. 83-0007	Contract 1220	$ 76,669.00
NO. 83-0008	Contract 1200B(4)	133,368.00
	Total Modifications	$210,037.00

11. Resolution Authorizing Modification of Data Processing Management Contract with Gentry, Incorporated to Continue Current Services through end of Fiscal Year 1982-83.

NO. 83-0009 — Resolution authorizes the modification of the data processing management contract with Gentry, Incorporated to fund the continuation of data processing management services through the time period May 1, 1983-June 30, 1983, at cost not to exceed $29,520.

12. Resolution Authorizing Modification of Data Processisng Management Contract with Gentry, Incorporated to Include Development of an Airport Revenue Information System.

NO. 83-0010 — Resolution authorizes the modification of the contract with

Gentry, Incorporated to include the development of software for a computerized Airport Revenue Information System, at a cost not to exceed $23,500.

Commissioner Goosby asked if Airport staff would be trained to take over this function,

Mr. Turpen replied that when the project was started there was difficulty finding people in City service who had data processing experience. The Airport opted to contract for this service and freeze the internal positions until such time as the City could develop appropriate staff.

Commissioner Kadish remarked that while in service training was not included in the contract it was a verbal agreement.

Virginia Peoples, Business Agent for Professional Technical Engineers, said she was curious about the five civil service positions. The Controller's office only approved one year instead of the five that Gentry had wanted. Now Gentry is asking for a two month extension. Ms. Peoples was concerned that Gentry would continue to ask for extensions until they have reached five years. She would like to see this taken over by trained civil service employees.

Mr. Turpen replied that under the Proposition J analysis the concept was to bring this into concert with the fiscal year cycle. It requires an annual Proposition J analysis for continuation. Attempts had been made for some time to fill those positions through the civil service system but were unsuccessful. That is why the Airport went to a contract.

Ms. Peoples asked that the item be put over for two weeks so she will have time to get in touch with the Data Processing Guild and talk to staff.

Mr. Turpen said that since the two month extension is at no cost the Commission should continue with it and not impede the Airports data processing efforts. The Commission has the option, under Proposition J, to terminate the contract should the situation warrant.

Commissioner Coblentz moved for approval.

Mr. Turpen said he would be happy to meet with Ms. Peoples to provide her with any information she required.

13. Award of Contract No. 1463
Pavement Repairs to Runway 28L - 10R and Taxiways 'G' and 'L'
$175,390.00

NO. 83-0011

Resolution awarding Contract No. 1463, Pavement Repairs to Runway 28L - 10R and Taxiways 'G' and 'L', to Lowrie Paving Company, Inc., 1321 Lowrie Avenue, P.O. Box 2465, South San Francisco, CA 94080, in the amount of $175,390.00 including Alternates 'A' and 'B'.

Three bids were received on November 23, 1982:

Contractor	Base Bid	Alternate A	Alternate B
The Lowrie Paving Co., Inc.	$148,890.00	$18,000.00	$8,500.00
Bay Cities & Grading, Inc.	161,269.50	18,000.00	5,500.00
O.C. Jones & Sons	173,699.00	17,800.00	5,500.00

Construction time is 30 calendar days.

The following item was put over.

14. Award of Contract 1216
Interior Finishing for North and South Terminal Connectors
$384,309.

Resolution awarding Contract 1216, Interior Finishing for North and South Terminal Connectors to Echo West, Inc., 101 Barneveld Ave., San Francisco, CA 94124, in the total amount of $384,309. The award is comprised of the base bid and all alternates. The budget for the recommended work is $400,000.

The following item was unanimously adopted.

15. Award of Contract 1200B(5)
Water Display Fountain for Boarding Area D.
$196,900.00

NO. 83-0012

Resolution awarding Contract 1200B(5), Water Display Fountain for Boarding Area D to Broadway Mechanical Contractors, Inc., 200 Jennings Street, San Francisco, CA 94124, in the amount of $196,900.00

The budget for the work was $200,000. The following bids were received on December 16, 1982.

Contractor	
Broadway Mechanical Contractors, Inc.	$196,900.00
Sam P. Wallace Company of Northern CA., Inc.	239,770.00
Daly Construction, Inc.	239,789.00

I. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following items were unanimously adopted.

16. Ratification of "Declaration of Emergency"
Contract NO. 1496
Temporary Perimeter Dike Repair Runway 19L
$75,000.00

NO. 83-0013

Resolution declaring the existence of an emergency due to FAA installation of a new instrument landing system which required the Airports Commission to lower our dike causing a critical problem with our runway and taxiway which could render them unusable; directing the Director of Airports to effect the necessary repairs and requesting the Controller to certify funds needed to effect such repairs.

17. Declaration of Emergency

NO. 83-0014 — Proposed resolution declaring the existence of an emergency in the failure of a sewer line which connects the clarifier to the chlorine contact basin; directing the Director of Airports to effect the necessary repairs and requesting the Controller to certify funds needed to effect such repairs. Sewer- $15,000.

18. Award of Contract 1019
Partial Demolition of South Concourse
$25,651.00

NO. 83-0015 — Resolution awarding Contract 1019 - Partial Demolition of South Concourse, to Idek Construction Co., Inc., in the amount of $25,651.00. The budget for the recommended work is $40,000. The following bids were received on December 7, 1982.

Contractor	Bids
Idek Construction Co., Inc.	$25,651
Iconco of California	29,300
Elegance Remodeling Service	35,400
Hodgson Construction Inc.	36,841
Pacific General Engr. Corp.	37,300
Ferma Corporation	39,450
Daly Construction	49,688
Anderson Constructors	50,966
Atlas Construction Services	57,400

19. Bond Trustee and Paying Agent, Correction to Fee Structure.

NO. 83-0016 — Resolution authorizing a correction to the modification in fee structure approved by Resolution No. 82-0325.

20. Second Modification of Professional Services Agreement with Deloitte, Haskins and Sells.

NO. 83-0017 — Resolution requesting the City Controller to modify the Agreement with Deloitte, Haskins and Sells for bond issue auditing services at an additional cost not to exceed $11,600.

21. Professional Services - Stoner/McIntosh Laboratories Modification No. 1.

NO. 83-0018 — Proposed resolution extending time of completion for Professional Services with Stoner/McIntosh Laboratories from December 31, 1982 to June 30, 1983.

22. Modification to Agreement with Ward Howell, International - $885.97.

NO. 83-0019 — Resolution authorizing a contract modification to increase the maximum amount of reimbursable expenses by $885.97.

23. Resolution of Appreciation - James Harames, A Retiring Employee.

NO. 83-0020

24. Request to Submit Supplemental Appropriation to Reflect Reclassification of Various Positions.

NO. 83-0021 — The Civil Service Commission has reclassified 12 positions of 8215 Traffic Control Officer to 12 positions of 8214 Parking Control Officer and 1 position of A307 Airport Chief Scheduler to 7262 Maintenance Planner.

The Civil Service Commission has further advised the Airport to submit a supplemental appropriation to amend the 1982-83 budget accordingly.

25. Statistical Adjustments for 1982-83 Joint Use Billings Under New Lease and Use Agreement.

NO. 83-0020 — Resolution adopting, for 1982-83 billing purposes only, certain adjustments to the 1981-82 passenger enplanement and deplanement statistics, pursuant to Section 101.W of the new airline-airport Lease and Use Agreement.

* * *

J. COMMUNICATIONS:

There were no items discussed by the Commission.

* * *

K. TRAILING CALENDAR:

There was no discussion of items on the Trailing Calendar.

* * *

L. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission the meeting was adjourned at 2:55 p.m. to go into closed session.

Jean Caramatti
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION

MINUTES

January 18, 1983

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Minutes
of the
Airports Commission Meeting

January 18, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:00 p.m., in Room 282, City Hall, San Francisco, CA.

* * *

B. ROLL CALL:

Present:	Commissioners William K. Coblentz, Ruth S. Kadish, J. Edward Fleishell
	Commissioner Z.L. Goosby arrived at 2:07 p.m.
Absent:	Commissioner Morris Bernstein

* * *

C. ADOPTION OF MINUTES:

The minutes of the regular meeting of September 21, 1982 were adopted by order of the Commission President.

NO. 83-0023

* * *

D. SPECIAL ITEM:

1. Commendation for Airport Police Officer Robert Sheehan.

NO. 83-0024

Mr. Lou Turpen, Airport Director, told the Commission that Officer Sheehan rescued Mr. Yamasaki from a burning automobile moments before it exploded.

Mr. Turpen recommended adoption of the resolution commending Officer Sheehan and requested a suitably engraved plaque be presented to him.

Commissioner Coblentz said that he was pleased and delighted to present Officer Sheehan with the resolution on behalf of the Commission and said that he was proud to have him on the Airport Police force.

* * *

E. DIRECTOR'S REPORTS:

2. Limousine Service

Report on Limousine Service at SFIA.

Mr. Turpen said the Airport staff presented the Commission with the procedures authorizing on-Airport limousines for adoption. There was a desire for third-parties to input suggestions to Airport staff regarding these procedures. Due to certain litigation matters the procedures were approved with the understanding that the third parties could submit their comments to Airport staff and staff would come back to the Commission with a recommendation.

There has been only one outside proposal, from Mr. Levinson, on behalf of seven individual limousine operators. That proposal was essentially for an open limousine service similar, to the taxi operation, with free access to the terminals.

Mr. Turpen recommended the current procedures for the authorization of limousines be maintained.

Commissioner Coblentz commented that he has found Golden State Limousines soliciting at the Airport. He recommended this be checked and appropriate action be taken against them.

Commissioner Fleishell asked about the status of the fee schedule that had been adopted and recommended to the courts in San Mateo County.

Mr. Don Garibaldi, Airports General Counsel, replied that there are some problems with citations issued to limousine operators because the District Attorney's office in San Mateo County doesn't fully understand the issues. The rest of the citation procedure is working fairly well.

Commissioner Fleishell recommended a meeting with the San Mateo County District Attorney, and possibly one member of the Commission, to let him know what the Airport is trying to do.

Commissioner Kadish asked if her recommendation to have written procedures sent to limousine applicants had been instituted.

Mr. Turpen responded that many times Mr. Lanzilla, Airport Property Management, receives telephone inquiries as to the procedures; that once they learn of the procedures they have no further interest. Written information can be sent upon request.

Mr. David Levinson, Attorney, commented that he was sorry more consideration was not given to the small businessman and that the Airport staff did not see any value in allowing vans to operate at the Airport. He also disagreed with staff's opinion that he had a basic misunderstanding of how the system operates with reference to his statements that limousine operators solicit. He told the Commission that the three companies solicit all the time in the carousel areas.

Mr. Levinson felt that booths should be used and that he could not understand the need to have 10 limousines in order to apply for a permit.

Mr. Levinson further commented that the relationship with San Mateo was not good. The District Attorney does not want to prosecute because in most cases, it would be discriminatory.

Mr. Levinson read from a transcript of a hearing held December 3, 1982, where Judge Delarios commented that there was an application procedure as of November 16, 1982 but no procedure for granting or not granting a permit existed other than the issuance, subject to approval, of the Airports Commission.

Mr. Levinson urged the Commission to encompass the single limousine operator into the system.

Mr. Daniel Piccinini, attorney, was also concerned about the City getting their share. The three limousine services are supposed to pay the Airport $2.50 per trip to the city, yet there are no controls. As recommended in their proposal, Mr. Piccinini suggested that a check-out system, similar to the taxi cabs, be instituted.

Mr. Piccinini told the Commission that should the qualifications for obtaining a permit remain burdensome they will be challenged in court. He asked for reasonable rules and regulations and that consideration be given to the small businessman.

Mr. Ritchie, Teamsters, Local 265, said additional limousine service is not needed at the Airport. The Commission and staff has done an excellent job of setting up rules and regulations and controlling them, and that the Union has been in favor of this for a long time. He said it would be a shame to go back to the way it was when anyone with a car could go to the Airport and solicit.

Commissioner Kadish asked for information regarding the controls on limousines, apropos the comments of Mr. Levinson and Mr. Piccinini.

Commissioner Goosby commented that he did not understand why there was a minimum of 10 limousines. He also felt that there should have been competitive bidding, with specifications stipulating a specific length of time for operating at the Airport, rather than giving exclusive right to three companies. He felt that a general booth could be established so individual limousine operators could do business at the Airport under the same guidelines as the three major operators.

Mr. Turpen said that in 1979 there were two limousine companies. That same year Holiday and Goldenstate petitioned for service at the Airport. The Commission asked staff to take a look at whether or not this was possible and what criteria governed limousine service at the Airport. One of the requirements was a Certificate of Need and Public Convenience. If a company had the certificate it was the Commission's opinion that they could apply for a permit, and, on a share-the-booth-basis, handle walk-ups and provide the 24-hour service that was necessary.

There was a feeling at that time that if the number of people with a Certificate of Need and Public Convenience grew beyond those presently authorized it might be necessary for the Commission to look at bidding a limousine service. Concurrently, there were a number of independent limousine operators at the Airport, and this presented a problem.

In 1980, staff met with approximately 30 independent operators and procedures were established for operating on a pre-arranged basis. The difference between those 30 operators and the four permitted operators is availability and customer service.

Mr. Turpen has some concerns about de-regulating and letting 30 operators come in during peak hours and not be available during the less active hours as required by the limousine services who hold a Certificate of Need and Public Convenience.

It has been the Commission's posture that this Certificate is required to operate from a booth and that has been the guideline. If the Commission feels this should be changed staff will take a look at it.

At this point the majority of the independent operators are satisfied that they can operate in an effective manner. The companies occupying the booth are serving the customer. Comments about solicitation will be looked at but, for the most part, the problems with limousine service that existed in 1979 are no longer evident. He feels it is an equitable system and recommends continuing with the system.

Commissioner Goosby asked Mr. Turpen to take a look at the 10 limousine requirement.

Mr. Turpen said he would get back to the Commission with a report on their concerns about solicitation, revenue and the number of limousines.

3. Progress Report on Parking Revenue Control

Report on status of interim cash register installation and review of Computerized Parking Control System specifications.

Mr. Sheldon Fein, Assistant Deputy Director of Landside Operations, said that the cash registers in the garage were the original cash registers that were installed when the garage was built. It was impossible to get parts to repair them and many of the cash registers were not reporting accurate revenue control figures. All the registers were replaced over the holiday.

The second item is an update on the progress of the plans and specifications of the new computerized revenue control system with Cerand and Company. Staff received the preliminary plans and specifications early in December and two weeks later a meeting was held with staff, Human Rights Commission, legal counsel, Engineering, Maintenance, Business & Finance, Accounting and APM staff to review and comment on the Cerand documents. Mr. Cerand is updating the plans and specifications and final contract documents will be received in two or three weeks and will be transmitted to the Commission.

The following item was taken out of order.

5. Progress Report on Highway Interchange Projects.

Report on CalTrans' design and development of Highway 101, Airport Interchange and I-380 Viaduct Project.

Mr. Sheldon Fein said the detailed plans and specifications for the reconstruction of the Airport Interchange will be completed in July, 1983 and sent to the Commission. The contract should go out to bid in December, 1983, and construction should begin early in 1984, and will take about two years.

The project is divided into three phases Phase one is the connection between 380 and the Airport; phase two is the construction of a ramp, two lanes wide, leading into the Airport; phase three is the direct connection from the Airport into 380. Mr. Fein used a map of the area to explain the project.

The following item was put over to the February 1, 1983 meeting.

4. Airport Publications

History of Airport Publications

Commissioner Kadish suggested that items 3, 4 and 9, which are listed in the memo to the Commission, be consolidated into one pamphlet.

Commissioner Kadish also questioned whether an Airport Flight Selector would be possible due to frequent changes in flight schedules.

Commissioner Kadish said her major concern was the lack of an over-all policy for passenger information services. She also stated that the Airport is lacking a logo which would identify San Francisco International Airport. Additionally, it was never decided whether a staff person would oversee this project or whether someone outside the Airport would be chosen. She was also concerned that the Commission has never reacted on the current passenger information service and whether or not it was meeting passenger needs.

Commissioner Kadish felt that presenting the Commission with nine different brochures was not the proper starting point.

Mr. Turpen responded that he was not sure that the demand for this material existed. He asked for guidance from the Commission and for the opportunity for staff to re-think this project.

Commissioner Coblentz said that brochures offering an annual report on the Airport and another brochure detailing facts about the Airport were unnecessary. He said the prime concern is to inform passengers of the locations of the various airlines and how to get to them. He also felt it important to list the Airport concessions and indicate their locations. Included in that brochure could be information on ground transportation and facilities and services for the elderly and disabled.

Commissioner Goosby agreed with the comments made by both Commissioners Coblentz and Kadish.

Commissioner Fleishell said the major purpose of printing a brochure is to send to international travel agencies and major companies to let them know about our available facilities and how we can accommodate their people.

Commissioner Coblentz suggested that staff contact the Convention and Visitors Bureau regarding this project as they have experience in this area.

6. Foreign Language Assistance Service

Report outlining a course of action to provide foreign language assistance in the Terminal Building Complex.

Mr. Turpen said that for some time staff has felt that a foreign language capability was needed in the Central Terminal. An attempt was made to develop this from Pacific Telephone & Telegraph and a number of other sources. Ken Hammon, Deputy Director of Business and Finance, brought this current proposal forward as an alternative.

Mr. Ken Hammon explained that a foreign traveller would go to a phone marked with a placard in a foreign language instructing the passenger to dial an 800 number; the person on the other end would answer the passenger's questions.

Commissioner Coblentz said that as long as there is a revokable permit and no capital expenditure, we had nothing to lose in giving it a try.

Commissioner Goosby thought possibly a local firm could be found that could offer the same proficiencies.

Mr. Turpen responded that these people were well established, but he would be happy to put the item over in order to look into it.

Commissioner Kadish agreed.

Mr. Turpen replied that should staff fail to find a comparable local firm, this will be pursued on a 30-day revokable permit.

Commissioner Coblentz commented that should a local firm be found, but wanted to charge the Airport a fee, he would vote against it.

7. Map Vending Sales - Termination of Permit.

Resolution recommending termination of the Map Box's permit to vend directional maps within the Terminal Building Complex from coin operated devices.

Mr. Turpen recommended that the map boxes should be eliminated, even though we would be foregoing a small amount of revenue. Administratively speaking, the time invested in trying to control this far exceeds any revenue the Airport receives.

Commissioner Goosby stated that he was against removing the map boxes because of the revenue the City received, no matter what the amount.

Commissioner Kadish said there was no reason why the maps couldn't be sold at concessions, and we would receive revenue from the concessions increased revenue.

Mr. Turpen reiterated his recommendation.

* * *

F. ITEMS INITIATED BY COMMISSIONERS:

Commissioner Kadish commended Gene Bordegaray, Jim Breslin and Jerry Copelan for their work, as commented on in the progress report from the Bureau of Planning and Construction.

Commissioner Coblentz asked if there was any interest charged for delinquent accounts of over 60 days.

Mr. Turpen responded that 1-1/2 percent was charaged according to Commission resolution.

The following item was introduced by Commissioner Fleishell and unanimously adopted.

Approval to send two Commissioners to Ontario, California, to attend the Airports Officials Policy Conference, February 9-11, 1983.

NO. 83-0025

Commissioners Goosby and Fleishell were selected to attend.

* * *

G. AGENDA ITEMS INVOLVING MAJOR POLICIES OR OPERATIONAL DECISIONS:

The following items were unanimously adopted.

Items 8 and 9 were called together.

8. Principal Concessionaire: Merchandising Plan Approval.

NO. 83-0026 — Resolution approving Duty Free Shoppers' proposed merchandising plan of Central Terminal principal concession lease.

9. Tenant Improvements
Airport No. T-2717
Duty Free Shoppers N.V. (Duty Free and Principal Concessionaire)

NO. 83-0027 — Resolution approving the schematic design for the Duty Free Concession and Principal Concessionaire facilities in Boarding Area D and authorizing construction subject to staff approval of construction documents at their own and sole expense.

Mr. Turpen introduced Mr. Bob Mackura from Duty Free.

Mr. Mackura showed the Commission renderings and blueprints of the facilities planned for the Central Terminal. Mr. Mackura told the Commission that they have already been approved by the Design Review Committee.

Commissioner Coblentz asked Jason Yuen if he and Howard Friedman approved.

Jason Yuen, Assistant Deputy Director of Planning and Control, responded affirmatively.

Commissioner Goosby asked about their packaged foods and whether or not this conflicted with the Host lease.

Mr. Mackura commented that the ability to carry packaged food was covered at the pre-bid conference and was part of the actual bid. Packaged food covers any packaged food that is primarily for consumption off-Airport.

Mr. Mackura further commented that Host was consulted as to the wording of the contract prior to the bid.

Commissioner Kadish noted that Duty Free wanted a permanent advertising sign and the Design Review Committee recommended a small plaque. Commissioner Kadish urged that the use of a small plaque be a requirement and not just a recommendation.

10. Tenant Improvements
Airport No. 2715
Approval of Schematic Design for the Bank of America Facilities in the Central Terminal and Boarding Area D.

NO. 83-0028 — Resolution approving the schematic design for the Bank of America facilities in Central Terminal and Boarding Area D and authorizing the work to proceed through completion of construction documents subject to staff review.

11. Award of Contract No. 1216
Interior Finishing for North and South Connectors
$384,309

NO. 83-0029

Resolution awarding Contract 1216, Interior Finishing for North and South Terminal Connectors to Echo West, Inc., 101 Barneveld Ave., San Francisco, CA 94124, in the total amount of $384,309. The award amount is comprised of the base bid and all alternates. The budget for the recommended work is $400,000.

12. Ronald Wagner Gift

NO. 83-0030

Mr. Ron Wagner wishes to donate the ceramic mural, Panorama of San Francisco, by Guillermo Wagner Garnizo to the City of San Francisco for permanent display at San Francisco International Airport.

This mural was reproduced on posters as part of the 'Save the Cable Car' campaign and has become a very familiar image of San Francisco. The piece is brightly colored and depicts a stylized scene of San Francisco.

Should the Commission feel that this mural would enhance the Airport environment, the Commission can recommend to the San Francisco Art Commission that the mural be accepted as a gift to the City of San Francisco for display at San Francisco International Airport.

13. Approval of Temporary Exhibitions Schedule.

NO. 83-0031

The Airports Commission Temporary Exhibition program continues to be a positive and well received program by the community at large. The program was conceived of by the Commission to humanize the Airports environment and to improve the Airports public image. This program has successfully met these goals.

The following item was put over.

14. Bay Area Sports Hall of Fame Display

The Bay Area Sports Hall of Fame was on display in Airport public space in the North Terminal through December 7, 1982. At that time, United Airlines received a request from Mr. Lou Spadia to relocate the Bay Area Sports Hall of Fame into their holding areas. The United Airlines Design Review Committee approved this request for the holding room areas at Gates 80, 81, 82 and 83. These units are now in display in that area.

Commissioner Kadish asked if there was a time limitation on the display.

Mr. Turpen responded that it is in United's leasehold area and United has not established a time limit.

Commissioner Fleishell asked why it was on our agenda if it's in United's area.

Mr. Turpen responded that he felt it affected the general aesthetics and it was a change from an exhibition to a permanent location in the Airport. The tenant guide allows the Airport certain controls over permanent installations.

Commissioner Coblentz recommended the item be put over in order to allow staff the time to meet with United Airlines to find out whether it will be a permanent exhibit or whether a time limit will be established.

* * *

G. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

15. Statistical Adjustments for 1982-83 Joint Use Billings Under New Lease and Use Agreement.

NO. 83-0032 — Resolution adopting, for 1982-83 billing purposes only, certain adjustments to the 1981-82 passenger enplanement and deplanement statistics, pursuant to Section 101.W of the new airline-airport Lease and Use Agreement.

16. Settlement of People of State of California vs City and County of San Francisco et al. Superior Court No. 187-314 and 175-581.

This item authorizes the City Attorney to execute the enclosed Stipulation for Final Judgment in condemnation with the State of California in order to close these actions for taking in condemnation by CalTrans of certain Airport lands relative to construction of Highway 380.

17. Trip Authorization for Out-of-State Seminar

NO. 83-0034 — The seminar is on Computer Uses in Parking to be held February 15-16, 1983 in Philadelphia.

18. AOCI Security Committee Meeting
Miami, Florida, March 3-4, 1983

NO. 83-0035 — Consideration for L.A. Turpen, Director of Airports, to attend the AOCI Security Committee Meeting in Miami, Florida, March 3-4, 1983.

Total Cost: $800.00.

* * *

I. COMMUNICATIONS:

There were no items discussed by the Commission.

* * *

J. TRAILING CALENDAR:

There was no discussion of items on the Trailing Calendar.

* * *

K. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission the meeting was adjourned at 3:10 p.m. to go into closed session.

Jean Caramatti
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION

MINUTES

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WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

Minutes
of the
Airports Commission Meeting

February 1, 1983

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Minutes
of the
Airports Commission Meeting

February 1, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:00 p.m. in Room 282, City Hall, San Francisco, CA

* * *

B. ROLL CALL:

PRESENT:

Commissioners Morris Bernstein, William K. Coblentz, Ruth S. Kadish, Z. L. Goosby, J. Edward Fleishell

* * *

K. CLOSED SESSION:

The meeting was adjourned at 2:02 p.m. to go into closed session and was reconvened at 2:23 p.m.

* * *

C. ADOPTION OF MINUTES:

By order of the Commission President, the minutes of the following meetings were adopted:

No. 83-0036	Regular meeting of October 5, 1983
No. 83-0037	Special meeting of October 13, 1983
No. 83-0038	Regular meeting of October 19, 1983

* * *

D. DIRECTOR'S REPORTS:

1. Traveler's Aid

Report on space allocation for Traveler's Aid in Central Terminal.

Mr. Turpen, Airport Director, said this was a status report. The Commission had asked staff to look at possible locations for Traveler's Aid. Staff is presently looking at the FIS customs area and at the departure level. Staff is working with Traveler's Aid on their locations. Mr. Turpen does not believe there will be any objections and will let the Commission know when something has been decided upon.

2. Time Line for Concession Construction Process

Memorandum outlining a typical concession's timeline for constructing tenant space within the terminals.

Mr. Turpen said that this item refers to the concession construction process after the award of a lease. The construction process takes 28 weeks or 6-1/2 months which is an inordinate amount of time. The time-line was established so that staff could evaluate the time the

Commission authorizes for the construction of a concession. Mr. Turpen has discussed this with Commissioner Bernstein. Staff will work individually with members of the Commission and report back with recommendations from various types of concessions and various levels of activity with different time frames, and incorporate them into lease specifications in the future.

Commissioner Bernstein thought that 28 weeks was unconscionable.

Commissioner Coblentz asked if the concessions would be available when the Central Terminal opens.

Mr. Turpen responded that the concessions were given 150 days to open or July 1, which ever is later. Their leases were all awarded prior to the first of the year. They are required by their lease to open by the opening date of the Central Terminal.

Commissioner Kadish commented that this was an improvement over the last chart that was submitted.

Mr. Turpen said the report was developed to show a typical time frame. Larger projects might require more time and smaller projects might require less time.

Commissioner Fleishell asked for an interim report on the status of concessions.

Mr. Turpen said a report would be given at the second meeting of each month until the opening of the Central Terminal.

3. Valet Parking

Report covering the six-month period from May to December, 1982, on valet parking service as requested by the Commission.

Mr Turpen said this report was in response to the Commission's request for a quarterly review. The valet parking operation continues to make money.

Commissioner Coblentz commented that he would move to discontinue the valet operation if it loses money.

* * *

E. ITEMS INITIATED BY COMMISSIONERS:

Commissioner Goosby asked that the status of the electronic information board be placed on the Trailing Calendar.

Mr. Turpen responded that it was calendared for the next meeting.

Commissioner Kadish said the Director was supposed to send monthly reports to the Commission on the cleanliness of the restrooms, and they have not received anything since October.

Commissioner Bernstein brought up an earlier recommendation of naming Airport streets.

Commission Coblentz approved naming a street after Commissioner McDonnell, the two former Mayors, and the late Supervisor Harvey Milk.

Commissioner Goosby suggested the item put over so that staff would have the opportunity to submit a map to the Commission indicating the number and size of Airport streets. He also suggested that the Commission establish guidelines for selection of names.

Mr. Turpen said staff would develop a map to submit to the Commission, and the item will be calendared for the second meeting in April.

* * *

F. AGENDA ITEMS INVOLVING MAJOR POLICIES OR OPERATIONAL DECISIONS:

The following items were unanimously adopted:

4. Resolution Awarding Extension of Professional Services Agreement Airport Medical Clinic

   No. 83-0039

   Commissioner Coblentz said the resolution authorizes the extension of the Airport Medical Clinic contract for six-months. He commented that he had no doubt that the Medical Clinic has readered an invaluable service to the Airport. He said that the Commission President received a letter from Dr. Smookler indicating that should the contract be extended beyond the six months, he would waive any subventions received from the City. Commissioner Coblentz felt that should the six-month extension be granted, the Medical Clinic should receive the subventions for that period of time.

   Commissioner Coblentz moved the resolution with the understanding that whatever subventions were granted in the past be granted on a proportionate basis for the six-month period. The extension would give the Commission the opportunity to examine the other options as set forth in Staff's memorandum.

   Commissioner Goosby recommended the Medical Clinic go out to bid, after the six-month period.

   Commissioner Coblentz would not accept that as part of his motion, stating that he would not commit himself to anything at this time but would rather leave the question open to the Commission. Presently, he has some serious reservations in opening this up to competitive bidding.

   Commissioner Bernstein said he, too, was opposed to a bidding process for the Medical Clinic at this time.

   Commissioner Goosby suggested that an alternative to the bidding process was to negotiate with other medical groups in order to get a competitive figure.

   Commissioner Fleishell remarked that it was his recollection that the Commission had already voted to instruct the Director to prepare competitive bids. If that is the case, and there has been a change of sentiments, then that resolution should be rescinded.

   Commissioner Coblentz reiterated that his motion calls for a six-month extension and to leave the option at the absolute discretion of the Commission. During the six months, the Commission can decide how to proceed. He does not want to commit to any option at this time.

   Commissioner Kadish commented that staff was directed to develop specifications, and a policy motion was not passed. Commissioner Coblentz' motion buys us time to consider the various options.

   Commissioner Coblentz hoped that during the six-month period, the Director would speak to other groups, without indicating any intention of going out to bid, to determine their interest and what they could offer the City in the way of medical services and then report back to the Commission.

Mr. Turpen said he would be happy to do that. The memo attempted to outline the options available to the Commission.

Commissioner Goosby asked how soon staff would have to have the Commission's decision.

Mr. Turpen responded that staff would need to know by the second meeting in March. He said the item would be placed on each agenda as a Director's Report until that meeting to keep the item before the Commission.

Items 5, 6, and 8 were called together and unanimously adopted, subject to approval of pictures to be submitted to the Commission.

5. Resolution Approving Soaps and Lotions Cart Design

No. 83-0040	Resolution approving tenant's South Terminal Soaps and Lotions Cart Design.

6. Resolution Approving Schematic Design of Central Terminal Candy Shop

No. 83-0041	Resolution approving schematic design of Skyline Candy and Gift's Central Terminal Candy Shop.

8. Boarding Area D Departure Lounge Seating

No. 83-0043	Resolution approving the design of the departure lounge seating in Boarding Area D to be provided by the airline.

7. Award of Contract 1234
Airport Phase III Landscaping
$324,258

No. 83-0042	Resolution awarding Contract 1234, Airport Phase III Landscaping, to Goldenstate Landscaping in the amount of $324,258. The budget for the recommended work is $350,000. The award of this contract is based upon the Base Bid and all Alternates. This work is required to complete the last phase of the Airport's terminal roadway beautification plan.

Commissioner Coblentz recommended that in light of the letter from the Human Rights Commission the resolution, as presented to the Commission, be adopted.

Commissioner Fleishell said he asked Mr. Garibaldi, Airport General Counsel, if it was possible to have a sealed bid with the amount in the envelope and have the supporting documentation sent to staff under separate cover. In this way, if a bidder failed to comply, staff would have the opportunity to offer assistance before the bids were opened.

Mr. Garibaldi responded that a procedure could be developed so long as none of the documents contain competitive material that should be kept secret. There are some practical problems in that many of the documents are prepared at the last moment as part of the bidding process. Mr. Garibaldi recommended that staff be allowed a couple of

weeks to review this matter to resolve the practical aspects of the problem, and return to the Commission with a report as to what can be done.

9. Contract with the Parry Company - $10,000.00

No. 83-0044 — Contract with the Parry Company to provide noise impact contours for the 12-month period preceding December 31, 1982, and June 1, 1983, to be used to calculate the dwelling unit count. $10,000.00

10. Approval of Lease and Use Agreement for Mexicana Airlines

No. 83-0045 — Resolution approving execution by the City of a Lease and Use Agreement with Mexicana Airlines for a 30-year term, effective July 1, 1981.

Commissioner Fleishell commented that the statement referring to the "fiscal and political turmoil in Mexico" was inappropriate and that such comments should not be made in covering documents.

11. Report on Holiday Festival

No. 83-0046 — Positive response to the Holiday Festival Program from the passengers and the South Bay Community.

Suggestions made from the Airport staff regarding future Holiday Festival programs, should the Airports Commission support the concept of the program.

Commissioner Kadish said staff deserved the commendation that appears in the resolution. The Holiday Festival brought great credit to the Airport.

* * *

G. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following items were unanimously adopted.

12. Commendation for Richard Mayer, Former Art Commissioner

No. 83-0047

13. Resolution Approving Assignment of Lease by Texaco to Pacific Southwest Trading (PSA)

No. 83-0048 — Resolution approving assignment of lease of Plot 3-D, from Texaco to Pacific Southwest (PSA) in implementation of sale of Texaco facilities to Pacific Southwest Trading (PSA).

14. Tenant Improvements:
Airport No. 2711
Japan Airlines
Estimated Cost: $700,000 (JAL's sole expense)

No. 83-0049 — Resolution approving the construction documents and authorizing the bidding and construction of Japan Air Lines tenant improvements in Central Terminal and Boarding Area D.

15. Contract 1200B(3)
Boarding Area D
Type II Modification for Additonal Work Related to FAA Cable Replacement
$56,787

No. 83-0050 — Resolution approving Modification of Contract to replace deteriorated FAA control cables and to correct existing deficiencies.

16. Approval of Travel for Elsa Cameron, Chief Curator, to attend the College Arts Conference

No. 83-0051 — Request for approval of travel for Elsa Cameron to attend the College Arts Conference in Philadelphia and meetings in New York City.

17. AOCI Asia-Pacific Basin
Regional Airports Conference, April 17-21, 1983

No. 83-0052 — Consideration for L. A. Turpen, Director of Airports, to attend the AOCI 13th Annual Asia-Pacific Basin Regional Airports Conference in Christchurch, New Zealand, April 17-21, 1983.

18. Resolution Authorizing Cheryl Davis, Budget Manager, to Attend the AOCI Economic Committee Meeting and Economic Specialty Conference

No. 83-0053 — Request approval of travel for Cheryl Davis, Budget Manager, to attend the AOCI Economic Committee Meetings and Economic Specialty Conference to be held March 13-18, 1983, in Orlando, Florida.

* * *

H. PUBLIC HEARING

The following item was unanimously adopted.

19. Resolution Approving Proposed Airports Commission Budget for Fiscal Year 1983-84.

No. 83-0054 — Resolution approves the budget estimate submitted by the Director of Airports and directs Airports Commission staff to file the budget with the Controller's Office, in compliance with City budget instructions.

Commissioner Bernstein told Mr. Warren Hanson that his item was a personnel matter and would be taken up in closed session.

Mr. Turpen highlighted the 1983-84 Airport budget for the Commission with the aid of charts. He explained that terminal revenues have

gone up to $55.6 million, an increase of about $5.4 million. The terminal area makes up about 47 percent of the budget.

The lion share comes from airline rentals and concession revenues, $21.3 million and $19 million, respectively.

The airfield is taken care of by landing fees, about $24 million. Groundside comes from the garage, $17 million, and $6 million from hotel, taxi revenues and service stations.

Interest income dropped due to a drop in interest rates.

Terminal concessions will go up slightly due to the opening of the Central terminal.

The total budget is $118 million, an increase of $15 million, due in part to the sale of Series C Bonds, an increase in personnel costs due to salary standardization, the funding of Central Terminal custodians which were defunded for 11 months this year, an increase in utilities, materials and supplies and salary standardization for the fire department, City Attorney, and other services the Airport buys from the City and County of San Francisco.

Commissioner Fleishell asked why a risk manager was listed in the budget since the item was eliminated as a result of the settlement.

Cheryl Davis, Budget Manager, responded that the item was for insurance premiums not a risk manager. She explained that the item was poorly labeled.

Commissioner Fleishell recommended that an analysis be done on the policies the Airport has.

Commissioner Fleishell asked why the Airport has never responded to the Public Utilities Commission on their analysis of our electric rates and how the Airport can save money.

Mr. Turpen responded that the Airport volunteered to conduct the original study on energy conservation with reduced illumination in the customs area. The program will proceed next year with relamping the North Terminal with fixtures requiring less power. The Central Terminal is designed for energy conservation, and the South Terminal will be relamped when that project has been completed.

Commissioner Fleishell asked if the program reflected the suggestions of the Public Utilities Commission.

Mr. Turpen responded that it met the intent.

Commissioner Bernstein asked why we were spending $500,000 a year to monitor noise when residents in the surrounding area can use the information to sue us.

Commissioner Fleishell responded that conditions of the variance granted by the State of California require certain monitoring procedures.

Commissioner Kadish, in reading the amendments, thanked Mr. Turpen for removing a number of the items she had called to his attention.

Mr. Turpen asked that the Commission act on the budget, exclusive of the item concerning Mr. Warren Hanson, and that that item be taken up in closed session.

Commissioner Kadish noted in Mr. Paul Van Wert's letter that he made reference to the FIS area baggage conveyor system no longer being an Airport responsibility. She asked if this has been corrected.

Mr. Turpen responded that it had.

Mr. Warren Hanson submitted a written statement to the Commission (see attached).

* * *

I. COMMUNICATIONS:

Commissioner Coblentz, referring to Mr. Turpen's letter to Commissioner Bernstein on the Bay Area Sports Hall of Fame, indicated his reservations about a permanent location for this exhibit.

Commissioner Kadish commented that a bad precedent would be set in establishing permanent locations for anything other than Charter required exhibits.

* * *

J. TRAILING CALENDAR:

There was no discussion of items on the Trailing Calendar.

* * *

L. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission, the meeting was adjourned at 3:30 p.m. to go into closed session.

Jean Caramatti
Commission Secretary

AIRPORTS COMMISSION

CITY AND COUNTY OF SAN FRANCISCO
DIANNE FEINSTEIN, MAYOR

SAN FRANCISCO INTERNATIONAL AIRPORT
SAN FRANCISCO, CALIFORNIA 94128
(415) 761-0800

MORRIS BERNSTEIN
PRESIDENT
WILLIAM K. COBLENTZ
VICE-PRESIDENT
RUTH S. KADISH
DR. Z. L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
DIRECTOR OF AIRPORTS

February 1, 1983

TO: MEMBERS, AIRPORTS COMMISSION
Hon. Morris Bernstein, President
Hon. William K. Coblentz, Vice-President
Hon. Ruth S. Kadish
Hon. Dr. Z. L. Goosby
Hon. J. Edward Fleishell

FROM: Public Relations Officer
San Francisco International Airport

SUBJECT: Proposed Airports Commission Budget for Fiscal Year 1983-84

As a lifelong resident of San Francisco and your Public Relations Officer these past ten years, I appear before this Honorable Commission to recommend and request that the only permanent classified Civil Service public relations position NOT be deleted from the Airport Staff as suggested in the last minute amendment to the proposed Airports Commission Budget.

As you know, the need for professional public relations counsel and service to the Airport was forseen and provided by the City and County over 25 years ago, before our Municipal Airport was renamed San Francisco International.

Since those early days, San Francisco International has been developed, largely under this Honorable Commission, into one of the world's foremost air terminals, with 44 airlines and more than 150 other tenants, serving during 1982 more than 22.3 million air travelers - a service volume which has recently resumed its pre-recession growth rate.

With the dynamics and magnitude of our operation in mind, Mr. Turpen, in his letter to me January 27, said he shared my concern that the public relations function at the Airport be as comprehensive and effective as possible, and that he is considering alternative ways of providing the public relations function.

My full support and strong concurrence continue to go to Mr. Turpen in his concern with future public relations efforts for our Airport. Being aware of the extent of professional public relations staff support provided to other major world airports, and quite a few smaller airports such as our aggressive and farsighted

friends across the Bay, I cannot concur, professionally, that Mr. Turpen's best first step is to dispense with the only permanent staff assistance available in this specialized discipline. Such a move would be contrary to currently accepted management principles and practices of effective staff utilization.

I agree with Mr. Turpen, and I have pointed out to him several times, that the Airport's Public Relations effort has not been all that it could be. Since my assignment to the Airport, comprehensive public relations plans and programs have been proposed. None have been adopted or implemented. Recommended budgets for public relations have been slashed or eliminated, and highly successful, visible goodwill programs, such as public Airport tours and multi-lingual services, have fallen by the wayside due to staff reductions and lack of funds. Restrictions and lack of support staff notwithstanding, current stated Airport MBO goals for public relations continue to be met.

Without dwelling upon the numerous non-related full time duties and responsibilities imposed on the Public Relations Office, I would invite your attention to the record of this Honorable Commission, which demonstrates that several years of your public relations officer's effort have been diverted to acting as your Secretary. During these years, and at other extended periods, professional staff public relations services, although always available, were not used by the Airport.

As a San Franciscan, vitally concerned with the future of our City's Airport and its continued paramount role in our Nation's air transport industry, and as your Public Relations Officer, I request and recommend that the Public Relations Officer NOT be deleted from the Airport Staff, but rather that this Honorable Commission receive and act favorably upon plans and budgets for active public relations programs to develop reciprocal understanding and goodwill between San Francisco International and its diverse publics.

I look forward to your favorable consideration and to the opportunity of continued service to this Honorable Commission, to the ultimate benefit of the City and County of San Francisco and San Francisco International Airport.

W. D. Hanson

SAN FRANCISCO AIRPORTS COMMISSION

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TUESDAY, FEBRUARY 15, 1983

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

Minutes
of the
Airports Commission Meeting

February 15, 1983

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Minutes
of the
Airports Commission Meeting

February 15, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:00 p.m. in Room 282, City Hall, San Francisco, CA

* * *

B. ROLL CALL:

Present: Commissioners Morris Bernstein, William K. Coblentz, Ruth S. Kadish, Z. L. Goosby

Commissioner Fleishell arrived at 2:25 p.m.

* * *

C. ANNOUNCEMENT BY SECRETARY: In accordance with the Brown Act, Section 54957.1, Jean Caramatti, Commission Secretary, announced the unanimous adoption of resolution 83-0055 authorizing settlement of a litigated claim; resolution 83-0056 approving the appointment of Dennis P. Bouey to the position of Deputy Director, Planning and Development; and, resolution 83-0057 deleting the position of Public Relations Officer from the budget for FY 1983-84, at the Closed Session on February 1, 1983.

D. SPECIAL ITEM:

1. Officer Robert V. Sheehan
Officer of the Year

No. 83-0058 Presentation of plaque to Airport Police Officer Robert V. Sheehan for Airport Police Officer of the Year.

Mr. Lou Turpen, Airport Director, introduced Officer Sheehan and his wife, Mary Ann, to the Commission. He reminded them that Officer Sheehan had been before the Commission earlier in the year to receive a commendation for his act of heroism in rescuing a man trapped in a burning automobile. Officer Sheehan is now being honored as Airport Police Officer of the Year for 1982. He has been chosen for his outstanding performance, personal resourcefulness, alertness, and individual bravery throughout 1982.

Commissioner Bernstein presented Officer Sheehan with a plaque on behalf of the Commission, congratulated him on his magnificent record and thanked him for his efforts.

* * *

Commissioner Bernstein said there was a request from the San Mateo Central Labor Council to address the Commission on a problem at the Airport. He said that since the calendar was so short, the Commission would attend to it first and then let the Labor Council address the Commission.

* * *

E. DIRECTOR'S REPORTS:

2. Medical Clinic--Verbal Report

Report outlining pre-bid conference.

Mr. Turpen reminded the Commission that the time frame dictates that the Commission should advise staff as to the method that they prefer in re-bidding or authorizing a medical clinic facility at the Airport by March 15. Mr. Turpen asked the Commission if they had further instructions for staff.

Commissioner Kadish noted that there was no requirement for length of experience designated in the specification.

Mr. Turpen said he would look into it.

3. Foreign Language Assistance Service

Report outlining lease specifications and results of contracts with local operators.

Mr. Turpen said staff has continued to investigate a foreign language assistance service. There has been some interest from local firms, and staff is continuing to explore the degree of interest and their ability to provide the type of service necessary.

He will advise the Commission as staff's efforts become more concrete.

Commissioner Goosby suggested staff contact other airports to see if they have this type of service to determine if we are the right track.

Commissioner Goosby commended Mr. Turpen on his report.

Commissioner Kadish noted that instructions were to be placed over some existing telephones and asked for a justification as to why those phones were selected.

Mr. Turpen responded he would get back to her.

4. Central Terminal Construction Review--Verbal Report

Mr. Turpen asked Mr. Jason Yuen, Administrator, Bureau of Planning and Construction, to brief the Commission.

Mr. Yuen said the Central Terminal project continues to be on time and within budget. The Mayor expressed her concern last month over the budget, but Mr. Yuen pointed out that every project in the Central Terminal complex is within the Commission-approved budget.

Mr. Yuen also told the Commission that since the start of the Modernization and Replacement Program, there has not been a single project that had bids submitted beyond the Commission-approved budget, and the total costs of all completed projects have never exceeded the budget.

Mr. Yuen pointed this out because there are awards of contracts to seven architects for the South Terminal projects and he is going on record that there is a tradition to maintain, and he expects them to maintain it.

5. Custodial Maintenance in the Terminals--Verbal Report

Mr. Turpen said that in the interest of time he would send a report to the Commission.

6. Limousine Service

Report on Limousine Service at San Francisco International Airport

Mr. Turpen said this report is a response to previous questions of the Commission regarding limousine service at the Airport and a follow-up to staff's submission of a precedural outline last November.

Mr. Turpen briefly explained that a copy of the written procedure is offered to anyone calling the Airport for information on limousine service.

Mr. Turpen also told the Commission that the Airport undercover detail, operating on the lower level arrivals area, to date have found no authorized limousine companies involved in unauthorized solicitation.

Commissioner Goosby asked if the Public Utilities Commission regulation calling for 12-passenger limousines was a rigid requirement, as some limousines at the Airport carry only five or six passengers.

Mr. Turpen said the report does not address those questions, and he would look into it.

Mr. Levinson, Attorney, said the report did not cover anything it was supposed to cover. It was his understanding that the requirement of 10 limousines for obtaining a permit was to be addressed. He asked that he be notified of a date when it would come before the Commission.

Mr. Turpen said it was covered in the report under Item A. He suggested that Mr. Levinson might want to meet him after the meeting to go over the report and he would provide him with a copy.

* * *

G. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS:

The following item was unanimously adopted, subject to HRC approval of ED-2, Esherick and Gensler.

7. Professional Services Agreements with Seven (7) Architectural Firms for the South Terminal Renovation Program

No. 83-0059

Resolution awarding contracts to provide professional services for the South Terminal Renovation Program. Contracts have been

successfully negotiated with the following Commission approved nominees for architectural services:

Architect	Contract
Marquis/Wong & Brocchinni Assoc.	Contract 1410, South Terminal Renovation
Group 4/Architectural Research & Planning, Inc.	Contract 1411, South Terminal West Entrance Building
Gerson/Overstreet	Contract 1412, Tunnels A & C Renovation
Ashen & Allen	Contract 1413, Boarding Area A Renovation
ED-2-Frank Fung	Contract 1415, Boarding Area B-South Concession Area
Esherick, Homsey, Dodge & Davis/Robert B. Wong	Contract 1414, Boarding Area B Renovation
Gensler & Associates	Contract 1416, Boarding Area C

Commissioner Coblentz said this item has been presented at great length by Howard Friedman and Jason Yuen, and he thinks it meets with everyone's approval.

Jason Yuen introduced the architects to the Commission.

Mr. Yuen told the Commission that the Human Rights Commission just informed him that they have not yet approved ED-2, Esherick or Gensler. He recommended the contracts be awarded subject to HRC approval within two weeks.

The following items were unanimously adopted:

8. Award of Professional Services Agreement for:

No. 83-0060	A)	South Terminal Aircraft Aprons, Phase I to Daniel, Mann, Johnson & Mendenhall of San Francisco for a total fee not to exceed $462,900.
No. 83-0061	B)	Overlay & Reconstruction of Runway 1L-19R to Wadell Engineering Corporation of Burlingame or a total fee not to exceed $311,000.

9. Approval of Budget for Professional Services Contract - O'Brien - Kreitzberg & Associates, Inc.
Contract Amendment No. 4 - $500,000

No. 83-0062	Resolution approving budget of $500,000 for 12-month period commencing March 15, 1983, for professional services contract between City and O'Brien - Kreitzberg & Associates, Inc. Consultant to continue to provide scheduling cost and control,

monitoring, inspection, and progress reporting services, and to provide personnel and equipment resources in the management of the Airport's Terminal Construction Program.

The following item was put over.

10. Concession Consultant--Authorization to Issue Request for Proposals

Resolution approving contract specifications for a Concession Consultant to the Airports Commission and authorizing Director to issue a formal request for proposals in the amount not to exceed $50,000

The following item was adopted as amended:

11. Cable Car Message Unit

No. 83-0063

Resolution rescinding Resolution 83-0334 adopted December 7, 1982 and approving revised Lease Specifications for a Cable Car Message Unit to be attached to Cable Car Sign on main Airport Exit Road and authorizing Director to invite bids for said concession.

Mr. Turpen said this was a re-submission of an item presented to the Commission at a previous meeting requesting authorization to invite bids on the Cable Car Message unit.

Commissioner Goosby asked why alcohol and tobacco were eliminated.

Commissioner Kadish responded that it was done at the request of the Commission.

Commission Gossby does not recall an official vote, and, had there been one, he would have voted against it. He felt a large source of revenue was being eliminated.

Commissioner Coblentz asked if the Public Utilities Commission had a policy with regard to these kinds of ads.

Mr. Turpen responded that neither BART nor Muni Railway, two agencies the Commission specifically requested staff to follow up on, had policies.

Commissioner Coblentz rescinded his original request to eliminate alcohol and tobacco advertising.

Commissioner Goosby asked if the annual minimum should be raised.

Mr. Skip Conrad, Airport Property Management, responded that when the minimum was first looked at, alcohol and tobacco advertising was included, and had not yet been adjusted to reflect the elimination of either.

Commissioner Kadish recommended that since all advertising must be preliminarily reviewed by the Director and approved, that there be balanced advertising.

* * *

H. CONSENT CALENDAR OF ROUTING ADMINISTRATIVE MATTERS:

The following item was put over.

12. Design Review Approval
Bank of America North Terminal Automatic Teller Machine

Resolution approving schematic design of Automatic Teller machine kiosk of Bank of America in North Terminal.

The following items were unanimously adopted:

13. Resolution Approving Game Room Schematic Design.

No. 83-0064 — Resolution approving tenants North Terminal Game Room Schematic Design

14. First Modification of Lease
Shoe Shine Stand in North Terminal--National Shine Stands

No. 83-0065 — Resolution approving first modification of existing Shoe Shine Lease in North Terminal with National Shine Stands.

15. Second Modification of Lease
Shoe Shine Stand in South Terminal--Top Hat Shoe Shine Service

No. 83-0066 — Resolution approving second modification of existing Shoe Shine Lease in South Terminal with Top Hat Shoe Shine Service.

16. First Amendment to Hydrant Fuel System Agreement--Boarding Area D

No. 83-0067 — Resolution approving amendments to Hydrant Fuel System Agreement for Boarding Area D, between Aircraft Service International, Inc. , and the Airports Commission.

17. Correction of Resolution No. 83-0029, which awarded Contract 1216 - Interior Finishing for North and South Terminal Connectors, to Request City Controller to Certify $9,607 as budgeted for Type I Modifications in Accordance with Commission Adopted Procedures.

No. 83-0068 — Paragraph on Type I Modifications budget was inadvertently omitted in Resolution No. 83-0029

18. Award of Contract No. 1473
Industrial Waste Line for Shuttle Bus Facility

No. 83-0069 — Resolution awarding Contract No. 1473, Industrial Waste Line for Shuttle Bus Facility, to Manuel Marques, Jr., P. O. Box 128, Hayward, CA 94543, in the amount of $66,364.00.

Bids Received on February 2, 1983:

1.	Manuel Marques, Jr.	$ 66,364.00
2.	W. H. Elbert Corp.	84,270.00
3.	Kennelly Construction	88,200.00
4.	Monterey Mechanical Co.	103,300.00

5.	Piombo Corp.	105,000.00
6.	Arthur H. Smith Engineer, Inc.	107,500.00
7.	E. Mitchell, Inc.	110,600.00
8.	R. G. Pitts, Inc.	124,750.00
9.	MGM Construction Co.	149,359.00
10.	Associated Builders, Inc.	149,735.00

Construction time is 60 calendar days.

19. Tenant Improvements:
Airport No. 2731
National Weather Service
Estimated Cost--$40,000 (NWS' sole expense)

No. 83-0070 — Resolution approving the construction documents and authorizing the construction of new interior partitions, ceiling and lighting at the National Weather Service offices in Central Terminal.

* * *

F. ITEMS INITIATED BY COMMISSIONERS:

Commissioner Coblentz said that he has read the statement by Mayor Feinstein, dated February 14, regarding the lay-off of airline workers and her strong feelings about what has transpired. He also read the Mayor's request of the City Attorney to draw up legislation that will clear away any ambiquity about prevailing wages at the Airport; offering her office to resolve differences between Qantas and the machinists union; and, her personal letter to Chief Executive Officers of all airlines at the Airport, re-emphasizing her unwavering support for prevailing wages for all workers there.

Commissioner Coblentz questioned the Commissions jurisdiction or power in this issue.

Mr. Richard Holober, Secretary of the San Francisco Airport Labor Coalition and the San Mateo Labor Council, AFL-CIO, said they have, over the past several months, tried to go through the proper channels of city government and have gone from agency to agency only to be told it is outside of their jurisdiction, and they can do nothing.

They are before the Commission as the body most directly concerned with the welfare of the Airport to appeal to them for their support and assistance.

Mr. Holober mentioned the skycap situation at the Airport reminding the Commission that several months ago Allied Maintenance, the company that employs skycaps, approached the union and told them that the various airlines that contract with Allied had advised them that unless they drastically cut their costs Allied would be replaced and a cheaper skycap service would be brought in. As a result, Allied advised the union that all wages would be reduced to minimum wage, all health benefits and pension contributions by the employer would be removed and all accrued sick leave would be taken away.

Allied Maintenance subsequently lost their contract for janitorial services to World Services, a Korean-owned company primarily employing Korean nationals. They house their employees in company housing and

transport their employees to and from work in company buses. It is his understanding that these employees receive the minimum wage and from those wages comes the cost of transportation and housing. Mr. Holober said that because they are foreign nationals and have problems with the English language they are hard to reach and organize.

Subsequent to that event, the guard company employed by a number of airlines was replaced by another company and that company was eventually replaced by another. You have a situation where as soon as the employees try to organize and stand up for their rights, their employment is terminated and another outfit is brought in.

Western Airlines' janitors were laid off in December and foreigners were hired to replace them.

The latest example is Qantas. The machinist union opened negotiations 11 months ago and at that time the attorney who represents Qantas advised the union that on completion of negotiations they had no intention of employing any mechanics or ground service employees in the future. The only subject they were prepared to bargain with was severance pay. On February 6, the Qantas employees were given termination notices.

Two non-union companies, Servair and Gateway, were hired to perform this work.

When the skycaps appealed to the Commission for assistance they were told the City's prevailing wage law could offer relief, however, the Commission was not the appropriate body to address. The union representing skycaps filed charges with the Human Rights Commission, under Section 12B of the City's Administrative Code, requesting the Director of the Human Rights Commission to investigate the situation. If the findings were that the prevailing wage law was being violated, the Airport Director and Commission would be notified to put those airlines involved on notice that they would be evicted from the Airport should they fail to comply with the prevailing wage law within 60 days.

Mr. Holober said City government has obstructed every move the union has tried to make, specifically naming the City Attorney's office and the Human Rights Commission. The Human Rights Commission threw the case out on the grounds that there was no jurisdiction, citing Federal pre-emption as one reason and the fact that skycaps were not sub-contractors of the Airport as another.

This decision is being appealed and a show cause hearing before three Human Rights Commision members has been requested. They have also requested that the City Attorney be removed as legal counsel in that appeal on the grounds that he is already serving as legal counsel to the Director of the Human Rights Commission.

The other issues are still under investigation. If the findings are not favorable the Union will ask the Airports Commission to enact legislation establishing prevailing wages, benefits, and conditions for all airlines and their subcontractors.

The letter from Mayor Feinstein, though in support, kicks the matter back to the City Attorney who has offered no relief in this situation.

Mr. Robert Krepelke said he reported to his job at Qantas on February 6 and found out he had been replaced by a non-union, unskilled laborer. He feels that a foreign company should not be allowed to come into this country and use union-busting techniques.

Mr. Krepelke told the Commission he has five children, ranging in ages from seven years to a one-year old, and needs his job to support his family and for medical benefits.

Commissioner Goosby asked how much less an hour these employees make.

Mr. Krepelke responded that in his job as a mechanic, it was probably $3 or $4 an hour less.

Mr. Hirosni Tarumi, a Japan Airlines employee, told the Commission that they were currently in negotiations for a new contract and were reaching the point where they will either have to accept the proposal or face being laid off.

Mr. Tarumi told the Commission that United States carriers in Japan must answer to Japanese unions, and he is sure the same applies to Australia and countries in Europe. He wondered why the same situation could not exist in the United States.

He appealed to the Commission to intervene.

Mr. Charles Perkel, Executive Officer of Service Employees Union, Local 77, which primarily represents janitors, said they were turned out by airlines who are signatory to a lease and use agreement which specifically provides that they must comply with Section 12B of the City's Administrative Code, dealing with non-discrimination and prevailing wages.

Mr. Perkel cited Western Airlines work force as an example of a cross section of our community. They contributed not only to the work force at the Airport, but as consumers and tax payers in the surrounding communities. They have been replaced by a firm who imports Korean nationals. Officially, these people are paid minimum wage, however, it is rumored this is not the case. Mr. Perkel told the Commission that a detective agency found that the owners are not Koreans but a racist operation out of the state of Texas.

Mr. Perkel asked the Commission to enforce the law for the protection of their members.

Mr. Vic Thuesen, skycap attorney, reminded the Commission that the skycaps filed the initial complaint with them last May and had asked the Commission to enforce the prevailing wage resolution.

Mr. Thuesen said the Commission had informed him that they had no authority to enforce the Lease and Use Agreement, but that the City and County of San Francisco did have the authority. On that basis, a complaint was filed with the Human Rights Commission in July or August of last year. Nothing happened with that complaint. They met with Mayor Feinstein in December, and, in the presence of the City Attorney and the Director of the Human Rights Commission, she said she would not tolerate those practices at the Airport and she would instruct the members of the Commission to take action to see that the Lease and Use Agreement is abided by.

Three weeks later the Human Rights Commission issued a report indicating that neither the Commission nor the City and Country of San Francisco had the authority to halt the practices at the Airport.

Mr. Thuesen commented that it might take a complete Airport shut-down in order to get this issue addressed.

Mr. Thuesen explained that they were here today because it is within the Airports' jurisdiction to enforce the various resolutions of the Airport. More specifically, though, they were before the Commission because they are a party to a Lease and Use Agreement that contains a provision that has allowed the airlines to strip workers of conditions, or, failing that, fire them.

The skycaps agreed to be stripped of those conditions so they could keep their jobs; the Qantas people were not even given a choice.

Mr. Thuesen appealed to the Commission to stand up to the airlines and not push this off on another City agency.

Mr. Willie L. Williams, Skycap, told the Commission he has been employed at the Airport for 32 years.

Early last year Allied Aviation approached the Skycaps and told them they would lose all accumulated sick leave, vacation days and the pension fund, and would be working at minimum wage. They were told to either agree to it, or face being laid off.

Mr. Williams asked the Commission for their assistance.

Mr. Steve Van Zant, President of Local Lodge 1213, asked the Commission to intervene with Servair to stop the harrassment to which his members are being subjected.

Commissioner Coblentz asked Mr. Turpen to check into this and take care of it. The police are there not only to maintain law and order but to allow these individuals the right to picket peacefully.

Mr. Van Zant suggested that since airlines are charged a landing fee on a sliding scale, foreign countries should be charged a departure tax on a sliding scale, and cited Australia's $20.00 departure as compared with our $3.00 departure tax.

Mr. Van Zant briefly commented on Qantas' "financial plight" and indicated that Qantas admitted in the press to a 40 percent increase in revenue. They took over $140 million out of the United States and left only about $20 million.

Mr. Van Zant told the Commission that if they had any questions they would like to ask the Local about Qantas' finances, to please contact them.

Mr. Ron Van Zandt, member of Local 77, said they lost their contract to World Airlines because World submitted a far lower bid. Last year, the company for which they worked used the threat of cheaper labor to get them to make concessions, so they took less to keep from losing their jobs.

There are about 70 members out of work, and he would like to see something done about it.

Mr. Rodney Andregg said he has been a loyal employee of Qantas Airlines, and he feels he has been used and abused. He felt the foreign carriers were coming into the United States and using their employees like puppets. He appealed to the Commission to do all they can to remedy the situation.

Mr. J. B. Martin, Automotive Machinists Local 1305, gave his approval and agreement with what previous speakers have said. He commented that the labor movement in San Francisco and San Mateo County would not sit idly by and allow the union-busting tactics that seem to be spreading at the Airport.

The employees will be supported whether they decide to shut down the Airport or go after the politicians and whomever is responsible for sitting idly by or hiding behind a Deputy City Attorney's opinion.

Mr. Earl L. Williams, skycap, asked why there have always been good-faith negotiations until last year, and why the Airport doesn't apply the prevailing wage law.

Mr. Al Lannon, President, I.L.W.U. #6, said his members ran into the same problem with Duty Free. They ran into a union-busting campaign when they approached the union for help in organizing to try and get the prevailing wage.

Mr. Lannon told the Commission that an injury to one is an injury to all.

Commissioner Goosby said the Commission is in favor of the Mayor's comments and her proposed action. They are frustrated by the constraints

the City Attorney has placed on them. They are detrimental to their ability to act, and until they can find a way to overcome the constraints, their hands are tied.

Commissioner Goosby applauded the quality of the statements made and the conduct of those present. He complimented them on uniting and coming forward as a group. He was pleased to see Local 6 present as a demonstration of support from San Francisco labor. He would like to know Jack Crowley's position on this.

Commissioner Goosby concluded by saying the Commission supports the Mayor and offers any assistance necessary.

Commissioner Kadish, commenting on a statement made earlier, said the Commission runs the Airport and not the airlines.

She felt it essential to quickly obtain a clarification of Section 12B as to whose authority it is to enforce the Lease and Use Agreement in order for the Commission to act appropriately. The Commission is concerned that jobs of Bay Area people are protected. She wants to see action, within the Commission's jurisdiction, right away, and wants an end to buck-passing.

Commissioner Fleishell said he spent two years fighting the airlines and negotiating for the City. The Agreement was not signed to give away the Airport, and, the airlines do not run the Airport. The Commission is legally pre-empted from doing what they would like to do but he hopes that with clarification, they will be able to move.

Commissioner Coblentz felt that at at this point any resolution adopted by the Commission would be meaningless.

He remarked that there are 32 Deputy City Attorneys, but every opinion comes out under the name of George Agnost. If each Deputy was approached for an opinion on this issue, you would get only one opinion.

Commissioner Coblentz asked if the Commission does not have the power to apply the prevailing wage law, can it enact such legislation, or is that something the Board of Supervisors must take care of. He asked for a response by the next meeting.

If the Commission has the power to propose that type of legislation, Commissioner Coblentz is sure there would be unanimity on the Commission to do it, but they would also need the power of enforcement.

Commissioner Coblentz, in response to an earlier comment, said the Commission does not have the power to raise the departure tax; that is preempted by the Federal government. They would do it, if they had the power.

Commissioner Goosby agreed with Commissioner Coblentz' remarks and said he would be willing to vote for funds to hire outside counsel to assist the City Attorney in this.

Commissioner Coblentz said he was absolutely opposed to hiring outside counsel.

Commission Kadish asked if it were possible to get the answers to Commisson Coblentz' questions prior to the next meeting so that a special meeting could be set up.

Commissioner Coblentz said he didn't think that was possible.

Commissioner Kadish responded that people have lost their jobs and more are about to lose theirs. We are living in times of economic stress, and every week without a paycheck to people with families, cuts to the quick. Asking for an opinion in one week instead of two is responsive to people on a human level.

Commissioner Bernstein said Mr. Holober has copies of the Mayor's remarks and he hoped they all had a chance to read them.

Commissioner Bernstein said the Commission, as well as staff, is thoroughly labor oriented, but that their powers were limited.

The Commission will try to get an answer from the City Attorney within the next two weeks.

Mr. Vic Thuesen asked that the Commission communicate to the City Attorney that what is needed is a game plan and that the City Attorney coordinate the Commission's responsibilities with that of the Mayor, Board of Supervisors, and the Human Rights Commission.

If the City Attorney comes back with an opinion that the Commission cannot act, they would like the City Attorney to clearly identify those things that can be done.

If a change in the City Charter is required, they will do it.

Commissioner Bernstein asked Mr. Thuesen if he would accompany him to a meeting with the City Attorney. Commissioner Bernstein said he would set up an appointment and call him.

Mr. Thuesen said he would be happy to attend.

Commissioner Bernstein remarked that there was no finer gentleman than Mr. Agnost. He is not in anyone's pocket; he fought the airlines for over two years with Commissioner Coblentz and Commissioner Fleishell, to achieve the first settlement where the City got some money.

Commissioner Bernstein concluded by saying that the Commission would try to get an answer as soon as possible. He thanked the group for their orderly conduct.

* * *

I. COMMUNICATIONS:

There were no items discussed by the Commission.

* * *

J. TRAILING CALENDAR:

There was no discussion of items on the Trailing Calendar.

* * *

L. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission, the meeting adjourned at 3:25 p.m. to go into closed session.

Jean Caramatti
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION

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MINUTES

TUESDAY, MARCH 1, 1983

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

Minutes
of the
Airports Commission Meeting

March 1, 1983

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Minutes
of the
Airports Commission Meeting

March 1, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:00 p.m. in Room 282, City Hall, San Francisco, CA.

* * *

B. ROLL CALL:

Present: Commissioners Morris Bernstein, Ruth S. Kadish, J. Edward Fleishell.

Commissioner Z. L. Goosby arrived at 2:07 p.m.

Commissioner Bernstein was excused at 2:15 p.m. and returned at 2:30 p.m.

Absent: Commissioner William K. Coblentz

* * *

C. ADOPTION OF MINUTES:

The minutes of the regular meeting of November 2, 1982, were adopted by order of the Commission President.

No. 83-0071

* * *

D. DIRECTOR'S REPORTS:

1. Medical Clinic--Verbal Report

Mr. Lou Turpen, Airport Director, said this is a continuing item on calendar per Commission instructions, in anticipation of the March 15 Commission meeting. It is his understanding that the Commission will then provide staff with direction on how to proceed with the medical clinic.

The following item was put to the end of the calendar.

2. Prevailing Wages--Verbal Report

Mr. Turpen said the item was a carry-over from the last Commission meeting. It was placed on calendar to give the Commission President a chance to report on his activities as well as offering labor groups the opportunity to speak.

3. V.I.P. Room in Central Terminal--Verbal Report

Mr. Turpen said there has long been a need for a centrally located facility for meetings and press conferences. The plans and specifications will be amended to accommodate a small room on the main floor of the Central Terminal for this purpose. Staff will provide the Commission with a schematic at a future date.

The following item was put over.

4. Passenger Information Service

This report outlines the passenger information services currently provided at SFIA, as well as those planned for implementation in the near term and those comtemplated for possible implementation at some point in the future.

Mr. Turpen said staff has provided the Commission with a list of the types of things being considered. After the report was generated, the State Department of Transportation approached the Airport with an opportunity for an informational computerized transportation kiosk. They developed it for Santa Clara County and are willing to let the Airport use it on a trial basis at a nominal cost.

In view of the fact the Commissioners Coblentz and Goosby were absent, Mr. Turpen asked that the item be put over thus allowing staff the opportunity to further develop the report with additional information from Cal Trans.

Commissioner Kadish noted that some of the signing on the supports for the upper level, outside the North Terminal are difficult to read. She would like it looked at and have a determination made us to how it can be improved.

Commissioner Fleishell said the object of a passenger information system is to provide passengers with information on services. He feels that operating a computer to obtain this information is probably the last avenue that should be considered since, in all likelihood, most of the passengers in need of this type of assistance are probably non-English speaking people. He recommended looking into a multi-lingual publication and other more readily accessible means of disseminating information.

Mr. Turpen responded that this was an opportunity for a very low cost system and the Commission might want to review it as opposed to looking at something that had to be generated from the ground up.

Commissioner Kadish noted that there were all sorts of elaborate presentations but nothing relating to costs, or any concrete material from which a judgement could be made.

Commissioner Goosby asked if staff was still looking at electronic foreign language boards.

Mr. Ken Hammon, Deputy Director of Business and Finance, responded that staff has taken a look at the system planned for the San Jose Airport and that it looks like a good one.

Commissioner Goosby asked that the item be placed on the trailing calendar.

* * *

E. ITEMS INITIATED BY COMMISSIONERS:

The following item was introduced by Commissioner Goosby and unanimously adopted.

Authorization for two staff members to attend a training session in Oshkosh, Wisconsin.

No. 83-0072

Commissioner Kadish asked Mr. Turpen if he received a response to his letter to the Art Commission regarding a deadline for receipt of materials, engineering drawings, and pertinent information necessary for installation of art works in the Central Terminal.

Mr. Turpen replied that he had not received a response and planned to follow up with a phone call.

Commissoner Kadish, referring to a letter sent to Commissioner Coblentz regarding New York Times pricing, said that at the time the Airport and the sub-contractor determined what the pricing would be, the New York Times was published in New York; now it is being published on the West Coast. Commissioner Kadish suggested a comparison in the cost to the supplier then and now. She felt a reduction in the price might be possible in order to bring it in line with the cost of that paper in San Francisco.

Mr. Turpen responded that the pricing clause in the lease calls for an average and surveys are conducted on a repeated basis. The last survey indicated that our prices are in line with the average. He said another survey could be done.

Commissioner Fleishell introduced a resolution for the publication of a brochure for the opening of the Central Terminal. Staff has investigated four different firms to handle this. The prices range from $36,000 to $23,000, with the lowest bidder being Primo Angeli Graphics.

Commissioner Kadish commented that it is in the Airports Commission Policies and Procedures that unless an item is a matter of safety or extreme urgency no resolution can be brought before the Commission and acted upon the same day. She recommended discussing the item with the understanding that it would be put over to the next meeting.

Commissioner Kadish wanted to know to whom the publication would go; what would be the cost of printing; how will it be paid; and what purpose will it serve in light of the fact that on November 2, 1982, the Commission unanimously turned down a commemorative brochure for the opening of the Central Terminal.

Commissioner Fleishell commented that since the item will be put over to the next meeting, those questions can be responded to then.

Commissioner Goosby wanted to know the status of a second location for the cookie counter. He also asked for the remainder of vacant concession sites in the North Terminal.

Mr. Turpen responded that there was a wait and see attitude on a second location based upon the success of the first location.

Mr. Turpen said he would get Commissioner Goosby a list of concessions not yet in place in the North Terminal.

Commissioner Kadish asked for figures on the cookie counter.

* * *

F. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS:

The following item was unanimously adopted:

5. Design Review Approval
Bank of America, North Terminal Automatic Teller

No. 83-0073 — Resolution approving schematic design of Automatic Teller Machine Kiosk of Bank of America in North Terminal Building

The following item was put over:

6. Concession Consultant
Authorization to Issue Request for Proposals

Resolution approving contract specifications for a Concession Consultant to the Airports Commission and authorizing Director to issue a formal Request for Proposals in an amount not to exceed $50,000.

The following was unanimously adopted as amended:

7. Airport Contract No. 1451
Grease Trap at North Terminal

No. 83-0074 — Resolution approving the plans and specifications for Contract 1451, Grease Trap at North Terminal, and authorizing the Director of Airports to call for bids.

Mr. Turpen explained that grease is getting into the sewer line, solidifying, blocking it and causing an overflow into the United Airlines baggage make-up area in the basement.

Mr. Turpen said he will seek reimbursement from Host because he feels an inadequacy in the Host design has caused this problem.

In the interest of the efficient operation of the Airport, he has directed staff to move ahead on this item.

Mr. Turpen explained that Host has already been approached for reimbursement, but they are unwilling to commit to it. Host feels they have no direct involvement in this and indicated it might be the responsibility of their architect or a contractor.

Commissioner Kadish felt if the Airport went ahead and paid for this without Host recognizing that they are part of the cause, we are essentially saying that the Airport will go to litigation. She did not feel this was the way to proceed.

Mr. Turpen responded that it was his recommendation to proceed. The estimate is low so he suggested the resolution be adopted at a cost not to exceed $35,000. This could be tied up legally for an extended period of time and United Airlines is suffering a severe operational problem so it is important that the matter be physically resolved.

The resolution can be amended to reflect the Commission's directive that staff immediately pursue reimbursement from Host to the maximum extent possible.

Commissioner Fleishell commented that this has been pending for more than a year and that was far too long. He felt that the Commission should have a policy regarding negotiating. He hoped that Mr. Garibaldi has put Host on notice that the Airport intends to move ahead and then seek reimbursement. He recommended filing suit immediately.

Commissioner Goosby moved that the amendment be added to the resolution.

The following item was unanimously adopted:

8. Project No. 1013
Computerized Parking Control System:
Approval of Project Design Specifications, Authorization for Cerand & Company to Proceed with Phases III & IV of Professional Services Contract, Approval of Construction Budget, and Authorization for Bid Call

No. 83-0075 — Resolution approving (1) the Project Design Specifications, (2) authorization for Cerand & Company to proceed with Phases III & IV of Professional Services Contract, (3) construction budget of $1,828,000, and (4) a 7-1/2% contingency budget of $137,000.

Resolution also authorizes the Director to call for bids when ready.

* * *

G. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following items were unanimously adopted.

9. Tenant Improvement:
Japan Airlines Cargo Plot 50B-1
Installation of Hydrant Fueling System
T-2732 - $450,000

No. 83-0076 — Resolution approving the preliminary plan by Japan Airlines for installation of hydrant fueling system at Plot 50B-1, Japan Airlines Air Cargo Facility.

10. Profesional Services Agreement -
Signet Testing Laboratories, Inc.
Delegation of Authorization to Director

No. 83-0077 — Resolution authorizing the Director to accept the completed work and make final payment in accordance with Airports Commission Resolution No. 79-0419.

* * *

J. CLOSED SESSION:

The meeting was adjourned at 2:38 p.m. to go into closed session and reconvened at 3:30 p.m.

D. DIRECTOR'S REPORTS: (Continued)

2 Prevailing Wages - Verbal Agreement

Commissiner Bernstein said there has been some discussion with attorneys of the various unions involved and the Commission, and it was decided that a special meeting to discuss this issue will be held on Tuesday, March 8.

Mr. Holober, Airport Labor Coalition, reminded the Commission that at

the last meeting, the Commission resolved to ask specific questions of the City Attorney. They were: (1) Can the existing prevailing wage ordinance be enforced at the Airport; and (2) if not, can the Commission draft legislation that would create a prevailing wage ordinance that would apply to the airlines and all of their subcontractors. The City Attorney was to respond to those questions by this meeting.

Mr. Vic Thuesen, attorney for skycaps, attended a meeting with the City Attorney that addressed certain issues, but he does not understand why the City Attorney is not prepared to answer those questions that do not require any additional factual information.

Commissioner Bernstein responded that he was present at that meeting and at that time Mr. Agnost asked Mr. Thuesen to submit further information. Mr. Thuesen agreed to do so. Based on that information, Commissioner Bernstein assumed, the City Attorney would render an opinion. The City Attorney has yet to receive that information. He said Mr. Agnost will have a response at Tuesday's special meeting.

Mr. Holober made the formal request that the City Attoreny's office be removed from any further legal role in this matter and that outside counsel, experienced in labor relations and government operations, be employed by the Airport. He asked that counsel be empowered to draft legislation to resolve this situation.

Commissioner Bernstein responded that the Commission could hire outside counsel with the consent of the City Attorney but that it did not have the power to remove him from this issue; that the City Attorney represents every City agency and department.

Mr. Holober said Mr. Thuesen gave him a memo summarizing the meeting with the City Attorney. In his memo, Mr. Thuesen said Mr. Agnost explained that the present ordinance, Section 12B, is not applicable at the Airport and justified that comment by saying it was an anti-discrimination ordinance, and discrimination has not been alleged.

Mr. Holober commented that in the case involving janitors, discrimination has been alleged.

Regarding Mayor Feinstein's request to draft new legislation that would clear up loopholes in the existing law, Mr. Agnost responded that the Airport is located in San Mateo County and the laws of the City and County of San Francisco cannot be applied outside of San Francisco's city limits. He further explained that even if new legislation could be drafted, the Airport has just signed 30-year lease agreements with the airlines and until those agreements expire there will be no application of that ordinance to any of those airlines.

Commissioner Bernstein requested a copy of Mr. Thuesen's memo.

Commissioner Goosby requested a summary of the meeting with the Mayor and the one with Mr. Agnost from the President of the Commission. He recommended that a policy be established calling for notification and briefing of the Commission when an individual member attends a meeting on behalf of the Commission.

Commissioner Fleishell corrected Mr. Holober's statement on the Lease and Use Agreement saying that the agreement expressly provides that it is subject to the continued amendment to our rules at the Airport. It does not presuppose that what existed at the signing would persist for 30 years.

Steve Van Zant, President of Local 1213, pleaded with the Commission to expedite the matter.

Commissioner Goosby said that he has always been under the impression that the Airport was under the jurisdiction of the City and County of San Francisco and now Mr. Holober reports that Mr. Agnost has said this is not the case.

Mr. Don Garibaldi, Airports General Counsel, responded that he was not at that meeting and does not know what Mr. Agnost told them, however, Commission rules are applicable at the Airport. As to City ordinances, that is a question being researched by the City Attorney's office.

Commissioner Kadish remembers a Commission policy calling for prevailing wages to be paid at the Airport.

Mr. Garibaldi responded that the Commission adopted a resolution to that effect and that provision has been incorporated into every lease subsequent to the adoption of that resolution. It is not in the Lease and Use Agreement because the prevailing wage policy was adopted after the form of the Agreement.

Commissioner Kadish remembers the prevailing wage policy going back at least four years. In any future leases and negotiations there has to be a base line understanding that the starting point is Commission policy.

Commissioner Bernstein said the special meeting will be at 9:00 a.m., on Tuesday, March 8, place to be announced.

* * *

H. COMMUNICATIONS:

There were no items discussed by the Commission.

* * *

I. TRAILING CALENDAR:

There was no discussion of items on the Trailing Calendar.

* * *

K. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission, the meeting was adjourned at 3:50 p.m. to go into closed session.

Jean Caramatti
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION

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TUESDAY, MARCH 8, 1983
SPECIAL MEETING

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

Minutes
of the
Airports Commission Meeting

March 8, 1983

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D		AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS		
	2	Central Terminal Brochures		2
E		ITEMS INITIATED BY COMMISSIONERS		2
G		ADJOURNMENT		3

Minutes
of the
Airports Commission Meeting

Special Meeting
March 8, 1983

A. CALL TO ORDER:

The special meeting of the Airports Commission was called to order at 9:00 a.m. in Room 2B, City Hall, San Francisco, CA.

* * *

B. ROLL CALL:

Present: Commissioners Morris
Bernstein, William K.
Coblentz, Ruth S. Kadish, Z.
L. Goosby, J. Edward Fleishell

* * *

C. DIRECTOR'S REPORT:

The following item was unanimously adopted.

1. Prevailing Wages

No. 83-0080

See attached Reporter's Transcript of Proceedings for detailed discussion.

* * *

F. CLOSED SESSION:

The meeting adjourned at 9:57 a.m. to go into closed session and was reconvened at 10:33 a.m.

Commissioners Coblentz and Goosby were excused from the meeting at 10:00 a.m.

* * *

D. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS:

The following item was put over to the regular meeting of March 15, 1983.

2. Central Terminal Brochures

Commissioner Kadish said it was her understanding that the rules and regulations stated that only those items mentioned at the call of a special meeting could be discussed. She stated that this item had been put over to the next regular meeting.

Mr. Don Garibaldi, Airports General Counsel, responded that the notice that went out calling for a special meeting included this item. The rules state that both the call of the special meeting and notice for the meeting must indicate what items will be discussed.

Mr. Garibaldi further commented that since the item had been put over to the March 15 meeting, he was concerned that someone could be misled.

Commissioner Fleishell suggested that this item be put on the consent calendar for the next meeting.

Commissioner Kadish said it was her understanding that the specs would be developed by whomever was hired and not by staff. There is no arrangement for anyone to write the text of the brochure. This is to be a 16-page, 8-1/2" x 11" brochure and there was only cost estimate for photography, photostats and miscellaneous charges. These things concerned her.

She said that nothing had been developed by the Airport and no maximum figure was given. One proposal was presented by a firm and that proposal, without the firm's name on it, was sent to other firms.

Commissioner Kadish also thought that independent contractors would be less expensive.

Mr. Turpen remarked that the development of a brochure is an artistic endeavor and staff does not have the capabilities for this project. We have a $200,000 budget which includes all publications. With a $1.9 million budget and 69 people, Los Angeles comes to us to borrow our ideas on brochures.

Mr. Turpen felt it important that professionals be retained to assist us.

Mr. Turpen felt the item should be acted upon quickly, however, he recommended the item be put over in accordance with the wishes of members of the Commission. Staff has procrastinated up to this point because of a lack of in-house expertise.

Commissioner Fleishell called for a vote.

Commissioners Bernstein and Fleishell voted for approval and Commissioner Kadish voted against it.

The item was put over to the regular meeting of March 15.

* * *

E. ITEMS INITIATED BY COMMISSIONERS:

There were no items initiated by Commissioners.

* * *

G. ADJOURNMENT:

There being no further calendared business before the Commission, the meeting was adjourned at 10:40 a.m.

Jean Caramatti
Commission Secretary

COPY

SPECIAL MEETING

AIRPORTS COMMISSION

of the

CITY AND COUNTY OF SAN FRANCISCO

City Hall, Room 2B
San Francisco, California

Tuesday, March 8, 1983

REPORTER'S TRANSCRIPT OF PROCEEDINGS

Reported by: JUDITH ANN OSSA, C.S.R.
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MEMBERS OF THE AIRPORTS COMMISSION

MORRIS BERNSTEIN, President

WILLIAM K. COBLENTZ, Vice-President

RUTH S. KADISH

DR. Z. L. GOOSBY

J. EDWARD FLEISHELL

- - -

LOUIS A. TURPEN, Director of Airports

- - -

JEAN CARAMATTI, Commission Secretary

- - -

TUESDAY, MARCH 8, 1983 9:15 O'CLOCK A.M.

- - -

COMMISSIONER BERNSTEIN: The meeting of the San Francisco Airports Commission will please come to order.

Would you please call the roll.

MS. CARAMATTI: Commissioner Bernstein?

COMMISSIONER BERNSTEIN: Here.

MS. CARAMATTI: Commissioner Coblentz?

COMMISSIONER COBLENTZ: Here.

MS. CARAMATTI: Commissioner Kadish?

COMMISSIONER KADISH: Here.

MS. CARAMATTI: Commissioner Goosby?

COMMISSIONER GOOSBY: Here.

MS. CARAMATTI: Commissioner Fleishell?

COMMISSIONER FLEISHELL: Here.

MS. CARAMATTI: We have five present.

COMMISSIONER BERNSTEIN: Mr. Agnost --

MR. AGNOST: Mr. President.

COMMISSIONER BERNSTEIN: -- would you give us your opinion on the question before the Commission.

MR. AGNOST: Well, briefly stated, the opinion addresses the question of application of 12B, and it applies to all contracts, whether at the airport or elsewhere.

The effect of 12B is to speak to discrimination in

employment practices. And where you do have discrimination in employment practices, then in order to correct that discrimination, the Human Rights Commission may require payment of prevailing wage scales. It may require payment of prevailing wage scales where it's under a program to defeat discrimination. But absent discrimination in employment, the Human Rights Commission cannot make a requirement paying prevailing wage scales.

That would call for a new ordinance, which we have attached in form, which would apply to contractees with San Francisco within the city limits and outside the city limits, such as Hetch Hetchy, water department properties, airport and health department properties.

COMMISSIONER BERNSTEIN: Are there any questions --

COMMISSIONER GOOSBY: Mr. Agnost, since the Airports Commission specifically has a policy provision --

COMMISSIONER COBLENTZ: Could you speak louder, Mr. Goosby. I can't hear you.

COMMISSIONER GOOSBY: Since the Airports Commission has a specific policy provision that affects the airport as regards prevailing wages and fringe benefits, would that have the weight of law in the relationship of contractors with the Airports Commission, per se?

MR. AGNOST: I don't know that the Airports Commission, Commissioner, has such a policy at this present

time.

COMMISSIONER GOOSBY: We have one.

MR. AGNOST: Do you have it with respect to contracts?

COMMISSIONER GOOSBY: Yes.

COMMISSIONER COBLENTZ: Direct contracts.

MR. AGNOST: Direct contracts?

COMMISSIONER GOOSBY: Right, with the airport.

MR. AGNOST: Yes.

COMMISSIONER GOOSBY: People who do business with the airport.

MR. AGNOST: Who directly deal with the airport.

COMMISSIONER GOOSBY: Right.

MR. AGNOST: Yes, that's true, you have that, but we are talking about people who do business at the airport with whom you are not contracting directly.

COMMISSIONER COBLENTZ: That's the difference between a concessionaire and then the airlines with whom we're not really contracting directly; is that correct?

MR. AGNOST: The airlines are under lease with us.

COMMISSIONER COBLENTZ: Yes, yes.

COMMISSIONER GOOSBY: But they, in turn, contract with people on their own.

MR. AGNOST: Yes.

COMMISSIONER GOOSBY: And you're saying that our

policy doesn't necessarily cover the people that they contract with?

COMMISSIONER COBLENTZ: It will control our relationship with the airlines but not with people that they subcontract with.

MR. AGNOST: Not at this point.

COMMISSIONER BERNSTEIN: Ruth?

COMMISSIONER KADISH: You mentioned about discrimination in relation to Section 12B. Would the subcontract under which only Korean janitors are employed be indeed an abridgement -- would that be an example of a discriminatory practice?

MR. AGNOST: Well, let's address that.

If in fact they are only employing Koreans, that, per se, is discriminatory, and that is before the HRC right now. I understand they are investigating. We don't have all the facts in.

If they were discriminating, and because of that discrimination came under the jurisdiction of the HRC, the HRC could require them to engage in a program to correct discrimination and to pay prevailing wages.

COMMISSIONER COBLENTZ: As I understand it, the airport has a right to enforce prevailing wages with regard to contracts directed to parties with whom they have contractual relations, but that's it. And if we want

to stretch it any further, then it's incumbent on us to propose, which I would certainly do at this time, that this particular legislation then be passed by the Board of Supervisors.

Our hands, other than that, are pretty well tied.

MR. AGNOST: I would say at this point in time, where we deal directly with the contractor, you can require paying prevailing wage. Where we have a tenant, a concessionaire, we need the statute to establish the public policy in the City of San Francisco with respect to facilities that are outside its borders.

COMMISSIONER BERNSTEIN: That statute would be via the Board of Supervisors.

MR. AGNOST: Yes.

COMMISSIONER COBLENTZ: But we have here a proposal, a piece of legislation which we would approve and then forward to the Board of Supervisors.

MR. AGNOST: Hopefully, yes.

COMMISSIONER COBLENTZ: Yes. Thank you.

COMMISSIONER KADISH: I would certainly move --

COMMISSIONER COBLENTZ: Just a minute.

COMMISSIONER BERNSTEIN: Do you want to add anything?

COMMISSIONER FLEISHELL: I just want to make sure that it's the opinion of the City Attorney that there is nothing we as a commission can do under existing law at

this very minute. There's nothing we can do dealing with this specific problem we're worrying about.

MR. AGNOST: Well, I don't intend to foreclose all options of this Commission at this point in time without reference to a particular fact situation, but just let me say this: that if the Board were to adopt this statute and if the Commission were to adopt a policy pursuant to this statute, you could then correct inequities which presently are not being met.

And I may also say further that the HRC has broadened the scope of its investigation and has yet to conclude its findings and its official action. It's conceivable that the HRC may still meet some of these problems.

Just to be general, if, for example, you are bringing in just one racial group because you're paying them below prevailing wages and the HRC finds that in fact that's the case and that is discriminatory, it may then require that party to cease that discrimination as to future employment and to presently pay prevailing wages. That would cure some of these gross inequities.

It would leave open the question, if there is a further investigation by the HRC, of where you have a minority work force and then you drop the wages on them because they are minorities, therefore they have no options

to go somewhere else, they have no options but to accept the wage drop, as to whether in fact that is a discriminatory employment practice.

Now, that's what the HRC is for. That's what they are looking into. They are coming to our office for legal advice, and we propose to help them.

COMMISSIONER BERNSTEIN: Thank you.

Mr. Weinberg, is there anything you would like to say?

MR. WEINBERG: Yes. Thank you.

I wanted to address myself to the situation that involves the World Services, Inc.

My name is Stewart Weinberg. I'm appearing on behalf of Service Employees Local 77 and the San Francisco Labor Council.

Briefly, it is our contention that the facts which the Human Rights Commission are going to disclose or set forth are going to be that World Services, which is a contractor for janitorial services to Western Airlines, employes persons of Korean ancestry or nationality -- we're not exactly certain -- exclusively as janitors and that the situation has existed since November and this crew was brought in when World Services gained the contract, Allied Maintenance having had the contract before.

The Allied Maintenance contract was a racially mixed contract, and we understand that Western did what it did because it was experiencing some sort of a financial problem and sought to cure all of its international miseries by getting a new janitorial contractor at the San Francisco International Airport.

The contract, as we understand it, between Western and World does indeed provide that 12B shall be honored, that is, prevailing rates and nondiscrimination. We've been to court already with Western Airlines and World Services to challenge this.

However, Western Airlines has taken the position that until we exhaust our remedy with the Human Rights Commission, we can't go to a court to enforce 12B.

The courts agreed and said, "Wait until the Human Rights Commission has done whatever it's going to do and then maybe you can come back, if you're still not satisfied."

But in that court proceeding, Western has taken the position that all it needs to do under law is include a clause in its lease or in its contract with World Services that World Services live up to 12B, and then it washes its hands of it and says, "We have no enforcement authority. It's none of our business if World Services chooses not to live up to the terms of its contract."

And we think that's where the Airports Commission comes in. In a very short while we'll have the conclusions of the Human Rights Commission, and if everything is as we expect it to be, they are going to find that this is a situation falling entirely within the City Attorney's opinion, that is, discrimination, because it is a lease which, as a result of which, provides for the employment of exclusively Korean nationals or persons of Korean ancestry and no others, and they are paying less than prevailing wages.

Now, under those circumstances, since you don't have a contract with World Services, you have to enforce your lease with Western Airlines, because it is Western Airlines that is allowing the situation to exist by refusing to enforce the terms of its contract with World Services, and therefore, I believe that you have the authority and the power, under those circumstances, to tell Western either correct the situation or it is in breach of the lease provision.

That's briefly our position.

COMMISSIONER COBLENTZ: You see, the question I have here, though, is you have to exhaust the administry of remedies -- at least that's what the court says -- and you are exhausting your administry of remedies with the Human Rights Commission.

Don't we have to -- or isn't it premature or anticipatory to do anything until the Human Rights Commission has reached a decision?

MR. WEINBERG: In all fairness, I agree.

COMMISSIONER COBLENTZ: In all fairness, you just have to do it, because they have to make a decision, because otherwise, we are making the decision, and the problem is that the Human Rights Commission has the prime authority.

MR. WEINBERG: We have no argument with that. We thought that their decision would be out already. It isn't. And I think that --

COMMISSIONER COBLENTZ: But if there are contractual terms and the Human Rights Commission so rules, you have no problem as far as this Commission is concerned; we'll enforce the lease to the best of our ability.

MR. WEINBERG: Thank you.

COMMISSIONER BERNSTEIN: Mr. Holober.

MR. HOLOBER: I have a couple of questions for Mr. Agnost through the Chair, if I may. Because if I understand it correctly, he's stating that the existing language does not apply to subcontractors of the airlines. I may be wrong, but that's what I heard a few minutes ago.

The existing language is quite clear. It says that "any contract subject to this ordinance," which means any

contract that the City and County of San Francisco enters into with any private contractor, including those airlines, "shall require the contractor, subcontractor," which includes the janitorial firms; it includes the skycap firms, et cetera, "or supplier to provide not less than the prevailing wage, working conditions and practices generally observed in private industries in the City and County of San Francisco."

Now, that language seems about as clear, crystal clear, as any language I've ever seen. It says quite specifically that those subcontractors of those airlines as of today, as of the writing of this ordinance, are required to pay prevailing wages.

COMMISSION GOOSBY: What are you reading from?

MR. HOLOBER: Well, I'm reading a quote from the City Attorney's opinion, but it is extracted from Chapter 12B.2, subsection 5, I believe it is.

And I guess I'm a bit confused, because that's about as clearcut a language as I've ever seen. That clearly incorporates all of the subcontractors that have any indirect relationship with the City and County of San Francisco by virtue of their contracting with a contractor such as Western Airlines or PSA or American Airlines.

So I don't understand how his opinion would exclude those. I'd like some clarification.

MR. AGNOST: If I may. Thank you.

I think it's quite obvious that that language addresses itself to when the City lets out a contract to do the City's business. Then the City fastens those requirements on the contractors and on the subs that do business with the contractors, et cetera.

You don't have that situation when you are dealing with, for example, a concessionaire. The concessionaire is doing its own business. It's not doing the City's business.

MR. HOLOBER: Yes. If I may again question through the Chair where the reference to doing the City's business is? Because the language in Chapter 12B, section 1, under the definition -- let me read it, if I may.

COMMISSIONER COBLENTZ: Let me say this -- excuse me. This is not a court.

MR. HOLOBER: Yes.

COMMISSIONER COBLENTZ: We're not going to decide the legal issues. We are the clients. This is our attorney.

MR. HOLOBER: Yes.

COMMISSIONER COBLENTZ: And I think that once you retain an attorney, you may disagree with him at times, but I think you have to listen to him, and unless you terminate the services of that attorney -- and I can tell you this from my personal experience -- you stay with that

attorney.

MR. HOLOBER: Sure.

COMMISSIONER COBLENTZ: And I think we have an obligation here, and I've only read the opinion now, and I have such great respect for Mr. Agnost anyway, but regardless of the respect which I have for him, I think we've got to go along on this.

Now, if you have disagreements with Mr. Agnost, you don't have to go through the Chair to talk to him. I think it behooves you, because I assume you just got the opinion, to sit down with Mr. Agnost or representatives of his office and perhaps refine it, and maybe, if there are errors, they can see the errors of their ways.

But until that, this Commission, and I think I speak for the Commission, is not going to intervene in that particular opinion.

MR. HOLOBER: If I may respond to that: this is the first opportunity that I've had and that some of the unions involved have had to speak to Mr. Agnost and to get answers to these questions, and I'm not here to argue, but I'm here to understand the reasoning behind some of the opinions, especially when I see language that seems clear.

And I've got a simple question that if I could have it clarified to my satisfaction and if I'm satisfied, then

I'll drop my objection.

COMMISSIONER BERNSTEIN: I'm certain, if there's any point, Mr. Agnost or his deputies who formulated the opinion would be delighted to sit down with you -- I don't know if they would be delighted, but they'll sit down with you to discuss it.

Mr. Coblentz is exactly right: we are not a court of law and there's no way for us to make a decision on a legal question or interpretation, I don't think.

MR. HOLOBER: If I may, see, here's my concern: On the one hand, I'm pleased to see that the City and the City Attorney is drafting some legislation, some language -- I haven't read it, but assuming that it takes care of the problems we have, that's wonderful.

But my question is, we've got, as you know, about 400 workers who have already been thrown out into the street or who have already had their wages and benefits slashed, and my concern is that they get some relief.

And if new legislation is being drafted, I would assume that's prospective legislation and would not be retroactive, and therefore, all of the people who have spoken at this Commission about their plight will be left out in the cold when there is existing language which seems to be adequate.

I'm a little reluctant to yield that language and

adopt new language when 400 some odd people are going to be thrown out in the street and left without any recourse.

COMMISSIONER COBLENTZ: But speaking for the two attorneys here anyway, you are asking us to be a court of law. I mean I have just gotten the opinion now, but even if I had it two days ago, you're asking us to say, in our opinion, from your interpretation, the City Attorney is wrong. And I can't do that.

MR. HOLOBER: I'm just asking -- I would like to know --

COMMISSIONER COBLENTZ: That's what you are really -- you are asking for a clarification, but in the end, that's what you are asking us to do.

Because we fully realize the plight of these 400 workers, but with that damage being poured over their heads, you are asking us to say, "The City Attorney is wrong. You should do something because the legislation is prospective."

MR. HOLOBER: I'm simply asking the Ctiy Attorney to explain why he interprets this language, the existing language, to exclude the airlines and their tenants, because there is no reference in this language to agencies or contractors doing the City's work. It's quite clear in this language that it includes any contracts, franchises, leases, concessions or other agreements involving real or

personal property let, awarded, granted, renegotiated -- I mean, it goes on and on. There's no reference to doing the City's work.

COMMISSIONER BERNSTEIN: I --

COMMISSIONER COBLENTZ: Let me say this -- excuse me, Mr. Bernstein. That Mr. Agnost replied --

MR. AGNOST: Look at page 4, the quote there. It says, "This chapter shall," skipping words in between --

COMMISSIONER COBLENTZ: George, we can't hear you.

MR. AGNOST: Pardon me.

On page 4, the second quote, quoting from section 12B.5: "This chapter shall," skipping language in between, "have application only to discriminatory employment practices by contractors, subcontractors or suppliers engaged in the performance of City contracts."

"In the performance of City contracts." That's not a concession.

COMMISSIONER BERNSTEIN: Mr. Thuesen, would you like to be heard?

MR. THUESEN: Well, I've got a number of comments. I'll make them as short as I can.

I would like to have the answers to some questions myself. The first question I would like to ask, if and when the Human Rights Commission makes a determination, is that determination -- whether it disagrees with the

City Attorney or not -- binding upon this Commission and other City agencies?

If I can have that question answered by the City Attorney, then I'll complete my remarks.

MR. AGNOST: All right. I'll give you a very direct answer.

If, in the opinion of the City Attorney's Office, the HRC has made a legally justifiable finding and it's binding on the City, then it's binding on all City departments. If it's not, then it's not binding on all City departments.

MR. THUESEN: I raise that question because the Human Rights Commission has --

By the way, by way of introduction, my name is Vic Thuesen. I represent the Brotherhood of Railway & Airline Clerks, and they represent the skycaps at the airport.

There's been some confusion, by the way, as to who represents whom, and I think the record should be clear as to that fact, at least.

In any event, in May of 1982 the events that surround the skycaps initially came into being, and on May 4 of 1982 the skycaps at the airport were literally stripped of every single employment benefit that they had managed to negotiate over a 19-year history.

We filed a complaint with the Human Rights Commission, a complaint called a Complaint of Noncompliance. I call that to your attention because the Human Rights Commission, which is the body that administers Chapter 12B of the Administrative Code, has two forms of complaint. The first form is a complaint alleging discriminatory practices, and the second form is a complaint that simply alleges noncompliance with the terms of Chapter 12B.

We went to the Human Rights Commission and sought advice as to how we should file our claim.

The skycaps, as you may know or not know, consist of 74 black workers, 3 Hispanic workers and no workers of any other ethnic extraction. They are, by any legal definition, minorities, protected minorities, and subject to all the protections of our various civil rights legislation.

We were advised by the Human Rights Commission to file a Complaint of Noncompliance, and the Complaint of Noncompliance, we were advised, was to direct itself to Chapter 12B.4.

We filed the complaint, and after a number of meetings, were subjected to a finding by the director of the Human Rights Commission based upon an opinion from the City Attorney's Office that didn't even remotely

direct itself to what you are hearing today or direct itself to the document that you have before you.

That finding said, "We don't reach the issue of whether prevailing rate of pay is being paid to skycaps or not, because we don't have to. Number one, Allied Maintenance Service is not a subcontractor within the meaning of Chapter 12B, and number two, they are a direct contractor with the Airports Commission, but we don't reach the issue of whether prevailing rate is paid because the entire field is preempted by federal law."

These issues that are being raised today are yet another issue.

We have appealed and requested a show cause hearing before the Human Rights Commission as to the rulings they have made to this point, but what I'm beginning to think is that even should we prevail on those two findings, the City Attorney will direct that the ordinance not be enforced for the reasons that are brought to your attention today.

And I raise those with you to suggest that, as I have with the chairperson of the Commission, that we've been to nearly every City agency that we know of to attempt to get some sort of redress. But if we are going to go through a hearing before the Human Rights Commission on issues that are not relevant, we'd like to

know that now so that when we go and when we appeal that finding to the Human Rights director, we appeal it on the grounds that the City Attorney would find to be appropriate.

So it's for that reason that I raise the initial question that I raise with you today.

I'd like to leave with the Commission considering one other avenue of approach. As you'll recall, I came before this Commission in June of last year requesting that you enforce your own prevailing wage ordinance or resolution, and it was determined at that time that this body would not enforce it because there was a remedy, as I understood it, before the Human Rights Commission.

We now appear, at least for the moment, to have exhausted that remedy, and I would ask once again that this Commission either enforce its own or amend your current resolution and provide advice to every airline at that airport that you won't tolerate the practices that are now going on and demand that they roll back the activities that they've engaged in, in exchange for the right to continue in a contractual relationship with you.

COMMISSIONER BERNSTEIN: Jack, I save you for last, Jack, because you usually have the last word.

MR. CROWLEY: Mr. Chairman and members of the Commission, I'm Jack Crowley, secretary of the San

Francisco Labor Council.

I'm not here to practice American plan law because I don't have the credentials.

COMMISSIONER COBLENTZ: Jack, can you talk a little louder? There's mimeograph machines.

Why don't you give him the microphone.

COMMISSIONER KADISH: The microphone.

COMMISSIONER COBLENTZ: We've got a mimeograph machine back there.

MR. CROWLEY: Oh, all right.

Is that better?

COMMISSIONER COBLENTZ: I don't think it's on.

MR. CROWLEY: I feel like Sammy Davis now on the stage.

However, I think there has to be an immediate solution to this by the Commission, and we do agree -- I'm speaking for the Labor Council -- insofar as the amendment to the Administrative Code to clarify just exactly what we're talking about, as the City Attorney has produced here today.

But I think immediate redress has to be done by the Commission in order to restore some order and design at airport for those workers that are suffering this unconscionable kind of activity by the airlines, and I believe that it should be done immediately, and I think

you have it within your power to do so despite --

Bill, can I have your attention?

COMMISSIONER COBLENTZ: Excuse me for just one minute. Excuse me.

[Commissioners Coblentz and Bernstein conferred.]

COMMISSIONER COBLENTZ: Excuse me, I'm sorry.

MR. CROWLEY: I don't like concurrent meetings going on when I'm having one.

COMMISSIONER COBLENTZ: No. You're perfectly right.

MR. CROWLEY: However, I think that what we should do and what the Commission should do is immediately address itself to an immediate answer for the people who have been relieved out there and, as the Australians called it, sacked at Qantas Airlines and the others who have been reduced to less than -- to minimum wage and denial of their collective bargaining agreement with Local 77, and the others affected out there.

And I believe that you can do this within your power and without any cause for the City Attorney.

We do agree with the City Attorney insofar as moving ahead, as I say, with the amendment to the Administrative Code, and we'll buy that. But immediately I think you have to address this question, and unless the Administrative Code can be amended within the next week or so to reinforce your actions, I think you better do

it yourselves.

And I appreciate the opportunity of talking to you and giving you our point of view.

COMMISSIONER BERNSTEIN: Thank you, Jack.

COMMISSIONER GOOSBY: Is this thinking clear then, Mr. President, that since the Human Rights Commission on the skycap issue has ruled that they cannot do anything under 12B for the reasons so stated, that the skycaps have exhausted their remedies by going to the HRC; therefore, that it comes back to the Commission to say, "Well, if they've exhausted their remedy and the HRC cannot rule on this case because it doesn't fall within their jurisdiction, according to the City Attorney, then our policy provision concerning prevailing wages then has merit"?

In other words, can we in fact then, since this remedy has been exhausted, rule, or are we limited because the skycap company, the people who are providing that service, are contracting with the airlines to handle their baggage? And is George's opinion such that, by definition, it is not City business, per se, and so, therefore, it does not come under our jurisdiction; in other words, that would be business with the airlines?

MR. AGNOST: Commissioner, if I may clarify a point, the HRC has a request for rehearing, so the matter

is not disposed of by the HRC, and until it is, I think it would premature for us to act, absent a final determination by the HRC, on what the situation is.

COMMISSIONER BERNSTEIN: A request by Mr. Fine.

MR. FINE: Thank you.

My name is Fine. I'm an attorney representing Western Airlines.

I just have three or four points to make before this Commission.

One is that Western Airlines has not even yet answered the complaint that is presently before the Human Rights Commission, and an answer is due in eight days.

We presumably will put together a complete answer, and the matter will be investigated by the Human Rights Commission. That commission is charged with the investigation of employment discrimination.

This Airports Commission has heard today an allegation from one group that in some way World, which is a subcontractor, apparently, of Western Airlines, has a work force mostly Korean, and somehow they would like the allegation made that that's discriminatory.

Ten minutes later you heard another representative from a labor organization suggest that his 73 black employees and 3 Hispanics, those are protected minorities.

These are very difficult questions, as to what is

an employment discrimination practice. Those are going to be exhausted, hopefully, before the Human Rights Commission.

I think this Airports Commission is hardly ready to dive into that subject as to who is engaging in an employment discriminatory practice. That would be dealt with with the Human Rights Commission and they make findings and we'll deal with those findings.

There are a lot of unanswered allegations that I've heard up to now, and we're not going to answer those right now. We're going to deal with them with the agency that is charged with that responsibility. But you have heard only a one-sided, a terribly one-sided view of this matter heretofore. We'll give our complete response to the Human Rights Commission, and if it's necessary that that matter then come before this Commission later on, you'll have more information from the employers, the airline employers that may be involved.

COMMISSIONER BERNSTEIN: Mr. Tarumi.

MR. TURPEN: Could you spell your name, please.

MR. TARUMI: Hiroshi, H-i-r-o-s-h-i, T-a-r-u-m-i.

MR. TURPEN: Thank you.

MR. TARUMI: About three weeks ago I talked with you people, and then I just came back from the negotiation with Japan Airlines in New York. The Japan Airlines has

withdrawn their package offer and they are giving us a "contracting out or else" type of negotiation.

They are talking about terminating 71 workers in San Francisco, Japan Airlines; they are talking about approximately 70 workers in Honolulu and --

COMMISSIONER GOOSBY: What kind of workers?

MR. TARUMI: Ramp service, plant mechanics, aircraft mechanics and storekeepers.

This is exactly the way the Qantas Airways people went. I think the -- I do not know the hocus-pocus of the lawyers and stuff like that. I do not understand that. But I'm sure there is something wrong here, because we had this job for approximately 20 years. Then for a company to come in and say, "We're not going to negotiate with you no more. We're going to get rid of you guys, because I can get it cheaper people to work for you," there is something wrong here. There is something wrong.

So in that direction, I would like for you to pay your attention to that. Like I say, I'm not -- I don't understand about the discrimination. Stuff like this I do not understand. But then --

COMMISSIONER GOOSBY: How many flights does Japan Airlines have coming into the City?

MR. TARUMI: There is two passenger flights and approximately eight cargo flights in a week, nighttime,

so there is a lot of work to do.

But then for a company to take an approach that say that we don't need you anymore because we can get a cheaper labor, and negotiate or don't negotiate in that way, it's not right.

If you talk about discrimination, I think there is discrimination against union people that works at the airport. I'm not talking about blacks or yellows or whites, I don't think. We're talking about discrimination against union people at the airport.

Thank you.

COMMISSIONER BERNSTEIN: Anything further?

COMMISSIONER GOOSBY: Is that all the speakers?

COMMISSIONER KADISH: I would like to move that the ordinance --

COMMISSIONER BERNSTEIN: Just a moment, just a moment.

MR. THUESEN: I'm sorry, I didn't mean to interrupt. I did want to make one additional point that should be made.

We have never raised the condition or never even raised the issue that the hiring of union labor should be a condition to any ordinance. We have carefully avoided that issue, in fact, and I note that the City Attorney has directed at least a large part of his remarks to that.

We're content with an enforcible provision such as we've spoken of, and we'll take care of the union aspect of it, but we think enforcement of the ordinance is what's necessary.

COMMISSIONER BERNSTEIN: Ruth, do you want to be heard?

COMMISSIONER KADISH: Yes.

I would like to move that the ordinance which the City Attorney has provided us -- to recommend it be carried through the appropriate steps in order to get it enacted, with the recognition that we have just received today, and would appreciate that the Commission be able to have some input, should there be any changes that they deem necessary.

COMMISSIONER BERNSTEIN: Second?

COMMISSIONER GOOSBY: I second it.

COMMISSIONER COBLENTZ: I second it.

COMMISSIONER BERNSTEIN: Any comment?

COMMISSIONER FLEISHELL: I assume Mrs. Kadish is indicating we won't enforce the rule that it wasn't on our agenda for two weeks.

COMMISSIONER KADISH: Pardon me?

COMMISSIONER FLEISHELL: We won't enforce the rule on this occasion that it wasn't on our agenda for two weeks.

MR. CROWLEY: Mr. Chairman, may I ask the question --

COMMISSIONER BERNSTEIN: Yes, Mr. Crowley.

MR. CROWLEY: -- either through the Chair or directly to you?

COMMISSIONER BERNSTEIN: Sure.

COMMISSIONER COBLENTZ: I can't hear you.

MR. CROWLEY: How quickly can this be moved to the Board of Supervisors?

COMMISSIONER BERNSTEIN: We'll get it out today.

COMMISSIONER COBLENTZ: No, no.

MR. CROWLEY: It will have to be assigned to committee and reheard there, and I believe that it's very important that this amendment be made as quickly as possible.

COMMISSIONER GOOSBY: It will accompany our approval with the statement from our president that the greatest speed be given to the passage of this and so forth.

COMMISSIONER FLIESHELL: I think we should move it out today.

I also note on the covering letter this was already requested by the clerk of the Board, so he's expecting it, I think.

Is that true?

COMMISSIONER COBLENTZ: Jack, the practical matter, you know if we sent it over today, I guess it goes to the

Board on Monday.

MR. CROWLEY: Right.

COMMISSIONER COBLENTZ: And it's referred out by the Board to committee.

Now, whether it will be heard by whatever appropriate committee when it meets -- is that next week? I don't know.

MR. CROWLEY: That's a determination by the Board.

COMMISSIONER COBLENTZ: Yes. It will be over there in time, so it will be heard by the Board and put on the agenda for its Monday meeting.

COMMISSIONER BERNSTEIN: To be certain it gets there, I'll carry it there myself.

Generally it takes four --

MR. CROWLEY: Do you want an escort?

COMMISSIONER BERNSTEIN: I'll carry this one over myself.

MR. CROWLEY: Okay. Thank you.

COMMISSIONER COBLENTZ: May I call for the question.

MS. CARAMATTI: Commissioner Bernstein?

COMMISSIONER BERNSTEIN: Yes.

MS. CARAMATTI: Commissioner Coblentz?

COMMISSIONER COBLENTZ: Yes.

MS. CARAMATTI: Commissioner Kadish?

COMMISSIONER KADISH: Yes.

MS. CARAMATTI: Commissioner Goosby?

COMMISSIONER GOOSBY: Yes.

MS. CARAMATTI: Commissioner Fleishell?

COMMISSIONER FLEISHELL: Yes.

MS. CARAMATTI: We have five ayes.

COMMISSIONER BERNSTEIN: All right. It will be done expeditiously.

COMMISSIONER GOOSBY: It seems that we have a problem of those airlines who come in here with a few flights a day or a week.

It might be that there will have to be discussions between the Commission representative, who would be our director, and the airlines to try to develop some procedure, or maybe the airlines can deal with the skycap service and hire a team who will service all of their airlines for their baggage and ramp operations rather than fire a group of people because they don't have quite enough work for them to do eight hours a day, whereas if this group of people could service a group of airlines, there could be stability given to the lives of the workers involved as well as economical operations for the airlines.

Nobody is asking for people to featherbed an operation like the railroads years ago, but I think that it behooves us to see if we can't encourage such thinking

on the part of the airlines; or if they refuse to do it, what options does the Commission have itself to alleviate this problem.

Because I can see -- even with these opinions aside, I can see where an airline will say, "We only have" -- Qantas's argument is that "we only have one airline coming in here a day; we don't need an eight-hour shift of men, paying them the fringe benefits, et cetera."

Well, maybe if we combine this with Japan Airlines, we combine it with Chinese, Korean and Singapore and so forth or even some of the local domestic flights, that there might be -- and I think that's enlightened reasoning on their part. They should look at it this way.

And certainly we should encourage this approach and not just let them say, "Well, there's nothing we can do because the opinion is such that we don't have jurisdiction."

You know, I think it is antiquated for them to look at this from that standpoint.

I move the --

COMMISSIONER BERNSTEIN: That resolves that. Is there anything else?

COMMISSIONER FLEISHELL: Not for this. We do have a closed session. There is another item. We should go into closed session for this.

COMMISSIONER BERNSTEIN: Is there a need for a closed session on some other items?

COMMISSIONER FLEISHELL: Yes.

COMMISSIONER BERNSTEIN: The meeting then will recess.

COMMISSIONER COBLENTZ: Ladies and gentlemen, the Commission is going into closed session. Thank you very much.

- - -

STATE OF CALIFORNIA)
) ss.
CITY AND COUNTY OF SAN FRANCISCO)

I hereby certify that the foregoing transcript is a full, true and correct transcription of the proceedings of the date and time therein stated.

IN WITNESS WHEREOF, I have hereunto set the hand and affixed my seal of office this 14th day of March, 1983.

Judith Ann Osa

SAN FRANCISCO AIRPORTS COMMISSION

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MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
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Minutes
of the
Airports Commission Meeting

March 15, 1983

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	3	Central Terminal Brochures	83-0083	2-3
	4	Resolutions Approving Contract Modifications to:		
		1. Contract 1220, Terminal Connectors $325,707	83-0084	
		2. Contract 1200B(3), Boarding Area D $179,722	83-0015	
		3. Contract 1200B(4), Central Terminal Remodeling--$479,090	83-0086	3
	5	Resolution approving Budget of $95,000 for the Construction of a V.I.P. Room including furniture in the Central Terminal Resolution also approves preliminary design and authorizes the preparation of construction documents and bid call	83-0087	3
	6	Professional Services John F. Brown Company, Bond Feasibility Consultants		3
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	9	Professional Services Salomon Brothers, Financial Consultant		4
H		CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS		
	10	Foreign Current Exchange Concession, Central Terminal--Approval of Design Review	83-0088	4
	11	1982 Annual Traffic Accident Report		4-5
	12	Progress Report on the Booth Allocation in Central Terminal for Traveler's Aide and Free Speech		5
	13	Arizona State University Aircraft Crash Moss Casualty Management Seminar, April 10-15, 1983	83-0089	5
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Minutes
of the
Airports Commission Meeting

March 15, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:08 p.m. in Room 282, City Hall, San Francisco, CA.

* * *

B. ROLL CALL:

Present: Commissioners William K. Coblentz, Ruth S. Kadish, Z. L. Goosby

Commissioner Morris Bernstein arrived at 2:30 p.m.

Absent: Commissioner J. Edward Fleishell

* * *

C. ANNOUNCEMENT BY SECRETARY: In accordance with Section 54957.1 of the Brown Act, Jean Caramatti, Commission Secretary, announced the unanimous adoption of resolution No. 83-0078 authorizing settlement of litigated claim; and 83-0079 authorizing the Director to retain Morrison & Foerster to handle certain anti-trust litigations.

* * *

D. ADOPTION OF MINUTES:

The minutes of the regular meeting of November 16, 1982, were adopted by order of the Commission Vice President.

No. 83-0081

* * *

E. DIRECTOR'S REPORTS:

1. Status of South Terminal News, Gifts and Duty Free/In-Bond Leases During M & R Construction

Report detailing the leasehold status of the three main South Terminal concessions during the Modernization and Replacement Program in the South Terminal.

Mr. Lou Turpen, Airport Director, said remodeling will begin in the South Terminal shortly after the international carriers are relocated. Staff recommends that the concessions in the South Terminal, Dobbs House, Duty Free Gifts and Duty Free In-Bond Merchandise, be carried on a month-to-month basis due to construction and relocation. The concessions have agreed to being carried on a month-to-month basis, with the exception of Dobbs House who has opted not to continue. They will be replaced by Aeroplex.

Mr. Turpen felt this is a wise way to handle the situation and asked the Commission for a reaction.

Commissioner Kadish wondered if Aeroplex could just move in and take over since this was originally a bid item. She asked if it shouldn't be re-bid or if it could be handled on a permit basis.

Mr. Don Garibaldi responded that the existing lease would be terminated by mutual consent and a permit will be issued to Aeroplex because of the short period of time involved.

* * *

G. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS:

Item No. 2 was placed at the end of the calendar.

The following item was unanimously adopted as amended.

3. Central Terminal Brochures

No. 83-0083

The publication of a commemorative brochure, invitations and promotional posters for the Grand Opening of the new International Terminal in July, 1983.

Mr. Turpen explained that this item deals with the development of a general information brochure initially, focusing on the Central Terminal, but designed to be expanded to include the North and South Terminals and other aspects of the Airport.

Staff feels it is important to develop a brochure that is representative of the Airport and recommends adoption. The opening of the Central Terminal would be an ideal starting point.

Traditionally, airports generate many different types of brochures, each dealing with a particular subject, but it is Mr. Turpen's feeling that a single brochure, encompassing all facets of the Airport, might be something in which the Commission might be interested.

Also included in the resolution is the concept of promotional posters to advertise the opening of the Central Terminal and

the contracting for invitations for the Central Terminal opening ceremony.

Mr. Turpen told the Commission that he has put together a task force, consisting of staff and expanding to include major airport tenants, to arrange an opening ceremony for the Central Terminal.

Commissioner Kadish noted that the Primo Angeli contract did not include any cost for photography, nor is there any provision for printing; that both these costs would have to be borne by the Airport. Commissioner Kadish requested a resolve be added to the resolution calling for a cap of $40,000 for total expenditures to include design and printing of posters, invitations and brochures and any other incidental fees, such as photography.

Mr. Ron Wilson, Director of Community Affairs, thought that was a fair recommendation.

The following items were unanimously adopted.

4. Resolutions Approving Contract Modifications to:

No. 83-0084	1. Contract 1220, Terminal Connectors $325,707
No. 83-0085	2. Contract 1200B(3), Boarding Area D $179,722
No. 83-0086	3. Contract 1200B(4), Central Terminal Remodeling--$479,090

Modifications to include three categories of work: A) Work requested by airlines, fuel service contractor, and Art Commission. Costs to be reimbursed by party requesting work. (B) Work required to correct unforeseen conditions in existing building. (C) Additions and revisions attributable to architect's errors and omissions.

Resolutions also request City Attorney to prepare claim against architect for extra costs incurred due to errors and omissions.

5. Resolution approving Budget of $95,000 for the Construction of a V.I.P. Room including furniture in the Central Terminal. Resolution also approves preliminary design and authorizes the preparation of construction documents and bid call.

No. 83-0087

The following items were put over.

6. Professional Services
John F. Brown Company, Bond Feasibility Consultants

Resolution authorizing an agreement with John F. Brown Co. for bond feasibility consultant services in connection with the issuance of Series D Bonds, $65,000.

7. Professional Services
Orrick, Herrington and Sutcliffe, Bond Counsel

Resolution authorizing a modification to the Agreement for bond counsel

services to cover the cost of unanticipated work on the Series C Bond Issue and the cost of work on the Series D Bond Issue $156,478.

8. Professional Services
Deloitte, Haskins & Sells, Bond Auditor

Resolution requesting the City Controller to engage Deloitte, Haskins & Sells for bond auditing services in connection with the sale of Series D Bonds, $55,000.

9. Professional Services
Salomon Brothers, Financial Consultant

Resolution authorizing a contract modification for services as Financial Consultant on the Series D Bond Issue, $260,000

Mr. Turpen said Mr. Paul Van Wert, Chairman of the Airline Affairs Committee, indicated that neither he nor members of that Committee had an opportunity to review these items and requested they be put over to the April 5 meeting.

Mr. Turpen recommended Mr. Van Wert's request be granted.

H. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following item was unanimously adopted.

10. Foreign Currency Exchange Concession, Central Terminal--Approval of Design Review

No. 83-0088 Resolution approving Citicorp's schematic design of three Central Terminal foreign currency exchange locations.

The following items were accepted as reports.

11. 1982 Annual Traffic Accident Report.

The 1982 Annual Traffic Accident Report showed the lowest accident rate (2.8 accidents per 100,000 enplaning passengers) at SFIA since record keeping began in 1973.

Commissioner Kadish asked if the Airport was any closer to the possible consolidation of rent-a-cars.

Mr. Turpen said he has been talking with the rent-a-cars about consolidation, recognizing that the volume of activity is a burden on the Airport roadway system. There have been discussions regarding potential sites in the west of Bayshore area but they may not be available to the City and County of San Francisco.

Recently, on Airport sites, east of Bayshore, have been looked at. There is reason to believe that some property may be made available to the Airport for consolidation of rent-a-car companies. This should significantly reduce congestion.

Commissioner Kadish asked if the buses could be jointly used.

Mr. Turpen commented that the operating agreement with the rent-a-cars comes to an end early in 1984. In the next few months, staff will develop the bid specifications to renew that agreement. He said a consolidation of the buses would be a condition of the specifications.

Commissioner Kadish commended staff and the Police Department on the decrease in the number of accidents.

Mr. Turpen commented that a special thank you should go to the Landside operation under Sheldon Fein; they have done an excellent job of identifying problems and correcting them.

12. Progress Report on the Booth Allocation in Central Terminal for Traveler's Aide and Free Speech.

The following items were unanimously adopted.

13. Arizona State University Aircraft Crash and Mass Casualty Management Seminar, April 10-15, 1983.

No. 83-0089	Consideration for Clayton S. Scott, Airport Emergency Coordinator, to attend the Arizona State University Aircraft Crash and Mass Casualty Management Seminar in Tempe, Arizona, April 10-15, 1983. Total costs are estimated at $1,300.

14. Resolution Approving Participation in the California Airports Commission Association.

No. 83-0090

* * *

I. COMMUNICATIONS:

Commissioner Goosby asked Mr. Turpen for an explanation of how and why the changes in the Airport organizational chart were made.

Mr. Turpen said he would be happy to review this with the Commission at the next meeting.

Commissioner Goosby also asked that the adoption of the policy manual be placed on the trailing calendar.

Commissioner Kadish said staff should develop a system for adding policies to the manual as they are adopted by the Commission.

Commissioner Goosby commented that one of the recommendations coming before the Commission was for a consultant for concession space utilization but there was no substantiation or basis for recommendation.

Commissioner Kadish commended the Airport on the fact that the FAA will be using the Airports MBE and WBE sub-leasing as a model for other airports in the United States. She also commended the Airport for being the only City department lauded by the Human Rights Commission for its MBE and WBE contracts.

Commissioner Goosby suggested a press release be issued.

* * *

G. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS (Continued)

The following item was adopted by a 3-1 vote with Commissioner Goosby casting the dissenting vote.

2. Selection of Course of Action--Airport Medical Clinic

No. 83-0082 — Report outlining alternative course of action regarding the Airport medical clinic with appropriate resolutions.

Mr. Turpen told the Commission that staff feels there are two alternatives with respect to an Airport Medical Clinic. The options, as outlined in the Commission package, are: 1) to continue the existing contract at new location, and, 2) a professional services agreement and a solicitation of proposals from various persons for the operation of an Airport medical clinic.

Staff is awaiting Commission direction on how to proceed in this matter.

Dr. L. A. Smookler, Director, Airport Medical Clinic, declined an invitation to speak before the Commission.

Commissioner Kadish moved the resolution which would extend the contract for 4-1/2 years.

Mr. Turpen said the new location would be adjacent to the existing one to ensure a continuity in operation. The new location would be built by the Airport and the existing location would be made available for concession development.

Mr. Turpen feels it is only fair that the Airport pick up the cost for the new location due to the short term of the extension.

Commissioner Goosby said he cannot approve this when there are five other groups who have not been approached and given the opportunity to explain what they can do for the Airport with regard to a medical clinic.

Commissioner Goosby reminded the Commission that aside from providing medical services to accident victims, the medical clinic is a private practice.

He felt that if the differences between the other five groups and the current operation were minor, he might be inclined to maintain the current operation given their experience background and excellent record. However, that information was never taken.

Commissioner Bernstein asked if there was a time problem.

Mr. Turpen replied that if this date was not met it would be difficult to make a smooth transition at the end of the year and we might have to discuss another extension.

Commissioner Kadish commented that Commissioner Goosby's point was well taken. However, since that information did not exist, she made the motion to extend the contract.

* * *

J. TRAILING CALENDAR:

There was no discussion of items on the Trailing Calendar.

* * *

K. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission, the meeting was adjourned at 2:40 p.m. to go into closed session.

Jean Caramatti
Commission Secretary

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MINUTES

TUESDAY, APRIL 5, 1983

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

Minutes
of the
Airports Commission Meeting

April 5, 1983

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E		SPECIAL ITEM		
	1	Computerized Ground Transportation Information Demonstration Project		2-3
F		DIRECTOR'S REPORTS		
	2	North Terminal Concession Program - Update		3-4
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G		AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS		
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		A. Professional Services Salomon Brothers, Financial Consultant	83-0096	
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		D. Professional Services Deloitte, Haskins & Sells, Bond Auditor	83-0099	
	8	Award of Professional Services Agreement for Soils and Foundation Engineering for the South Terminal Modernization and Replacement Projects to Dames and Moore PSC Associates of San Francisco for a Total Fee Not-To-Exceed $325,000	83-0101	7
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	11	Resolution Approving Nomination of Firms for Engineering Services Contracts	83-0100	6-7
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Minutes
of the
Airports Commission Meeting

April 5, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:00 p.m., in Room 282, City Hall, San Francisco, CA.

* * *

B. ROLL CALL:

Present:	Commissioners William K. Coblentz, Ruth S. Kadish and Z. L. Goosby.
	Commissioner Morris Bernstein arrived at 3:10 p.m.
Absent:	Commissioner J. Edward Fleishell.

* * *

C. ADOPTION OF MINUTES:

The following minutes were adopted by order of the Commission Vice President:

No. 83-0092	Regular meeting of December 7, 1982
No. 83-0093	Regular meeting of January 4, 1983

* * *

D. ANNOUNCEMENT BY SECRETARY: In accordance with the Brown Act, Section 54957.1, Jean Caramatti, Commission Secretary, announced the unanimous adoption of resolution 83-0091 regarding settlement of a litigated claim, at the closed session of March 15, 1983

* * *

The following items were introduced by Lou Turpen, Director of Airports, and Jason Yuen, Administrator, Bureau of Planning and Construction, respectively, and were unanimously adopted.

No. 83-0094	Resolution supporting Assembly Bill No. 537.
No. 83-0095	Resolution authorizing a bid call for the Boarding Area D Lounge light fixtures and authorizing staff to transfer funding from Contract 1200B(6) to cover the cost of this work.

* * *

E. SPECIAL ITEM:

1. Computerized Ground Transportation Information Demonstration Project.

This report introduces a five-minute presentation by Gary Anderson of Forum Communications, Inc., and CalTrans, Division of Aeronautics, explaining how a Computerized Ground Transportation Information System would operate at San Francisco International Airport.

Mr. Turpen, Airport Director, said members of CalTrans and Forum Communications in Seattle were present to give the Commission a brief overview.

Mr. Gary Anderson of Forum Communications explained that the system is designed to increase the use of scheduled carrier service from the Airport. He said the system has three electronic component areas. The first is a changeable headline display indicating the next departure of major carriers from the Airport. The second is a reference display which allows the passenger to punch-up a destination and receive a print-out offering methods of reaching the destination. The third is a TV monitor and print out. The monitor displays the passenger's current location, the destination, the transit service carriers and how close they take the passenger to the destination, the costs and approximate travel time.

Mr. Anderson explained that the system could be multi-lingual and expanded to include airline arrivals and departures.

Commissioner Kadish asked how many systems would be necessary and how lines would be avoided.

Mr. Anderson responded that there would be three locations and the average time for receiving information is 30 seconds.

Mr. Jonathan Jerden, President of Airport Information Systems, Inc., said the system that is eventually installed should be of world-class standard in its design and installation, as well as operation and maintenance. It should be revenue producing for the firm that installs, operates and maintains the system as well as for the Airport. Mr. Jerden felt that instead of half-a-dozen screens, the Airport should have 60-80 screens to adequately serve its passengers.

Mr. Robert Hyer, Vice President and Director of Marketing and Research for Airport Information Systems, Inc., explained the necessity of advanced video technology in the design in order to quickly provide up-to-the-minute information.

Commissioner Coblentz remarked that it might be a good idea to have staff examine this. He also suggested that staff investigate other systems that might be available and look into their revenue capabilities and scope of information.

Commissioner Kadish asked if this system would take care of San Francisco's needs and suggested that staff find out what San Jose's experience was.

Mr. Anderson told the Commission that once the system was in effect satellite locations could be installed, driven by the same basic hardware system.

Mr. Anderson said the overall cost of the console is in excess of $300,000 and that San Francisco Interntional would be the first airport to have such a system installed.

Commissioner Goosby wondered if the system might be too complicated and thus avoided by passengers.

Mr. Turpen said he wanted the Commission to see this demonstration and asked that staff be given the opportunity to develop more detail and get back to them with a follow up report.

* * *

F. DIRECTOR'S REPORTS:

2. North Terminal Concession Program - Update

Report outlining status of existing concessions and recommendations for further development.

Mr. Turpen listed those North Terminal concessions that have not been completed: the west area adjacent to the game room with the possible installation of a toy shop; the east area adjacent to the ice cream-cookie shop with the possible installation of a paper products or electronics shop; United's suggested relinquishment of approximately 4,000 to 5,000 square feet of space in the Hub area as a possible mini principal concessionaire.

Mr. Turpen said this preliminary information is being provided the Commission for an early response to staff.

Commissioner Goosby asked if there was a timetable.

Mr. Skip Conrad, Airport Property Management, responded that by July 1 the Commission should have the bid specifications for the Hub; specifications for the west end area should be ready by June 1, and, the east and area should be ready by July 31.

Commissioner Coblentz asked when tenants would be in those premises.

Mr. Conrad responded that if the Commission received the bid specifications on the dates that have been targeted, it will take 4-8 weeks for the bid opening and the concession opens 180 days after that.

Commissioner Coblentz asked if the ice cream parlor facility had been fixed.

Mr. Yuen responded that Howard Friedman had been out of town so nothing has been done with the ice cream parlor.

With respect to the limousine booths, Mr. Orloff recommended that the current booth operators (Airport Limousine, Golden Sedan, Associated Limousine and SFO Airporter) be allowed to represent other ground transportation operators and act as agents to sell their services. This would give a wider choice to the public, provide more revenue to the Airport and eliminate the competition for space.

Mr. Turpen asked that the matter be put over to the first meeting in May. He has a copy of Mr. Orloff's letter and his comments will be taken into consideration.

Mr. Turpen explained that over the past four years, the Commission and staff have made a diligent effort to improve and rationalize the traffic system at the Airport. The ground transportation system is well controlled and functioning smoothly. The method of conveying available services is open to some suggestion and consideration, however, he would not recommend any deregulation.

Mr. Turpen will get back to the Commission with a full report and provide copies to any interested parties.

Commissioner Coblentz suggested this be looked at in closed session due to current litigation.

6. Passenger Information Service

This a follow-up to the Director's Report dated March 1, 1983, outlining passenger information services contemplated for implementation at San Francisco International Airport.

Mr. Turpen said there are four aspects the Commission should recognize: an airport guide; where-to-park inserts which would identify an airline with a color-coded location in the garage; computerized ground transportation system; and, a "You Are Here" system on the upper level.

The attachment (included in the Commission package) outlines what is currently available.

Commissioner Kadish said she feels it essential that passenger information services be clearly provided. She remarked that she did not recall the Commission authorizing a disabled and elderly brochure. Commissioner Kadish feels that information should be integrated into the regular brochure. She is concerned about how distribution will be handled should this information not be incorporated into the regular brochure.

Commissioner Kadish feels there is a need for a terminal guide. She offered Mr. Turpen a copy of the Tampa Airport guide, which covers transportation and information about the terminal. She feels the Airport guide should include ground transportation and information on facilities for the elderly and disabled rather than having three separate guides.

Commissioner Kadish said there should be a plan for distribution to passengers who arrive at the Airport without brochures.

Mr. Turpen responded that her thoughts were not very different from what staff was pursuing. He said that if there is a brochure on facilities for the disabled it has been done with the authority of the Commission.

Mr. Turpen said he would look into Commissioner Kadish's request of getting information into the hands of passengers arriving at the Airport.

* * *

Commissioner Coblentz instructed Mr. Yuen to inform Host International that all the members of the Commission berated him today and that there would be repercussions if the ice cream parlor was not put together within a month.

Commissioner Kadish said that five months ago Art Spring of Host International appeared before the Commission and promised that the tax on take-out ice cream cones and would be removed. She said tax was still being charged and asked property management to look into it.

Commissioner Coblentz said Los Angeles International Airport sold the same ice cream and asked staff to check on how much they were charging.

3. Concession Status Report - Central Terminal Leases

Report outlining status of each of the Central Terminal leases

Mr. Turpen said there are 23 Central Terminal concessions. Twenty-two concessions will open on time, however, the International Room was significantly impacted by the renovation program and will not open on time.

Commissioner Goosby asked if the space that will eventually be vacated by the Medical Clinic be set aside for passenger services.

Mr. Turpen responded that the area was prime concession space however there is an area in the North Connector that is a passenger service facility thought it has not yet been defined.

Items 4 and 5 were put over.

4. Limousine/Vehicle Type

Limousine/Vehicle Type for services at SFIA.

5. Status of Pending Limousine Applications

Report recommending the denial of the three limousine applicants for On-Airport Limousine Permit.

Mr. Clifford Orloff, President of Airport Connection and Airport Limousine said he understands the Airport is considering using a computerized ground transportation information system to make it easier for passengers to use scheduled services. His company operates a scheduled service to and from the Airport and they have requested, on several occasions, to allow their sales representatives to tell passengers about the services. Each time they have been denied permission. They would like to operate a manual information system.

With respect to Limousine/Vehicle type he said that vans are an efficient way to move groups of people and he encouraged the Commission not to exclude them from performing door-to-door limousine service at the Airport.

Mr. Orloff told the Commission that out of the 26 major airports in the United States only San Francisco International and O'Hare airports had restrictions as to vehicle type.

With respect to the limousine booths, Mr. Orloff recommended that the current booth operators (Airport Limousine, Golden Sedan, Associated Limousine and SFO Airporter) be allowed to represent other ground transportation operators and act as agents to sell their services. This would give a wider choice to the public, provide more revenue to the Airport and eliminate the competition for space.

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Mr. Turpen said he would look into Commissioner Kadish's request of getting information into the hands of passengers arriving at the Airport.

* * *

G. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS:

The following items were unanimously adopted.

7. Series D Bond Issues

A. Professional Services
Salomon Brothers, Financial Consultant

No. 83-0096 — Resolution authorizing a contract modification for services as Financial Consultant on the Series D Bond Issue, $260,000

B. Professional Services
Orrick, Herrington & Sutcliffe, Bond Counsel

No. 83-0097 — Resolution authorizing a modification to the Agreement for bond counsel services to cover the cost of unanticipated work on the Series C Bond Issue and the cost of work on the Series D Bond Issue, $156,478.

C. Professional Services
John F. Brown, Co., Bond Feasibility Consultant

No. 83-0098 — Resolution authorizing an agreement with John F. Brown Co. for bond feasibility consultant services in connection with the issuance of Series D Bonds, $65,000.

D. Profesional Services
Deloitte, Haskins & Sells, Bond Auditor

No. 83-0099 — Resolution requesting the City Controller to engage Deloitte, Haskins & Sells for bond auditing services in connection with the sale of Series D Bonds, $55,000.

Item 11 was taken out of order.

11. Resolution Approving Nomination of Firms for Engineering Services Contracts

No. 83-0100 — Resolution also authorizes staff to develop contract for selected projects. Firms nominated are:

For utilities projects:

Gaynor Engineers
Jordan/Avent & Associates
Kennedy/Jenks Engineers
Metcalf & Eddy, Inc.
Paul Soltow/Central Engineering, Inc.
Yuen Fenner, Inc.

For geotechnical services:

Dames & Moore/PSC Associates
Geo Resource Consultants/Harding Lawson

For material laboratory testing:

Signet Testing Laboratories

Mr. Jason Yuen said the joint venture firm of Dames and Moore/PSC Associates has been changed to PSC Associates.

8. Award of Professional Services Agreement for Soils and Foundation Engineering for the South Terminal Modernization and Replacement Projects to Dames and Moore PSC Associates of San Francisco for a Total Fee Not-to-Exceed $325,000

No. 83-0101

Items 11 and 8 were approved with Commissioner Coblentz calling for the usual commendations appertaining thereto.

9. Supplemental Appropriation in the Amount of $115,000.00

Supplemental Appropriation in the amount of $115,000.00 to cover judgements and claims.

No. 83-0102

The following items were put over.

10. $250,000 Supplemental Appropriation for Professional Services Contract with Morrison & Foerster

Resolution approving request for Supplemental Appropriation for professional services of the law firm of Morrison & Foerster in connnection with litigation entitled, "Lorrie's Travel and Tours, Inc., vs. Airporter, Inc., et. al."

Commissioner Coblentz asked that the item be put over. He would like to ascertain what the other defendants are appropriating and who will carry the burden in this litigation. He also requested an exact itemization of what has been spent up to date on the small claims action.

Commissioner Kadish asked that monthly billings be submitted to the Commission.

12. Approval of Rental Credit - Duty Free Shoppers, N.V.

Resolution approving a rental credit to Duty Free Shoppers, Inc. for work in Central Terminal.

The following item was unanimously adopted.

13. Public Advertising Concession Lease in Underground Garage/Terminal Tunnels - Authorization to Develop Specifications.

No. 83-0103

Resolution authorizing Director to proceed with development of bid specifications for Commercial Advertising Lease in Tunnels between Garage and Terminal Facilities.

H. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following items were unanimously adopted.

14. Statistical Adjustments for 1982-83 Joint Use Billings Under New Lease and Use Agreement

No. 83-0104 — Resolution adopting, for 1982-83 billing purposes only, certain adjustments to the 1981-82 passenger enplanement and deplanement statistics, pursuant to Section 101.W of the new airline-airport Lease and Use Agreement.

15. South Connector Game Room - Approval of Design Review

No. 83-0105 — Resolution approving schematic design of Atari, Inc., for South Connector Game Room.

The following item was put over.

16. Professional Services Agreement
Towill, Inc.
Delegation of Authorization to Director

Resolution authorizing the Director to accept the completed work and make final payment in accordance with Airports Commission Resolution No. 79-0419.

The following items were unanimously adopted.

17. Bid Call:
Contract No. 1499
Garage Signing, Non-Illuminated Message Signs

No. 83-0106 — Resolution approving the final plans and specifications, and authorizing the Director of Airports to call for bids for Airport Contract No. 1499, Garage Signing, Non-Illuminated Message Signs.

The work consists of furnishing and installing additional non-illuminated fixed message signs throughout the garage.

Contract time is sixty (60) calendar days.

18. Settlement of Claims Not Exceeding $2,500.00

No. 83-0107 — Resolution approving settlement and compromise of claims by the Director of the Airports, with the approval of the City Attorney, during the period October, 1982, to February, 1983.

Total Claims: $5,167.68

19. Travel Authorization - Seattle, Washington

No. 83-0108 — Requests authorization of travel for one member of Commission staff to visit Seattle, Washington, to inspect the Computerized Information System that CalTrans wants to install for SFIA.

Estimated expenses are $318. While in Seattle, staff will meet with representatives of Sea-Tac on parking and ground transportation issues.

I. COMMUNICATIONS:

Commissioner Kadish commended Masashi Matsumoto of the Airport Art Enrichment Program for his contributions to the program and handed Mr. Turpen a copy of a review of Mr. Matsumoto's work.

Commissioner Coblentz asked to go back to item 15 to see a design of Atari for the South Connector Game Room.

* * *

J. TRAILING CALENDAR:

There was no discussion of items on the Trailing Calendar.

* * *

L. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission the meeting was adjourned at 2:55 p.m. to go into closed session.

Jean Caramatti
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION

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MINUTES

TUESDAY, MAY 5, 1983

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

Minutes
of the
Special Meeting
of the Airports Commission

May 5, 1983

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Minutes
of the
Special Meeting
of the Airports Commission

May 5, 1983

A. CALL TO ORDER:

The special meeting of the Airports Commision was called to order at 9:04 a.m. in Room 2B, City Hall, San Francisco, CA

* * *

B. ROLL CALL:

Present:	Commissioners William K. Coblentz, Z. L. Goosby, J. Edward Fleishell
Absent:	Commissioners Morris Bernstein, Ruth S. Kadish

* * *

C. ADOPTION OF MINUTES:

The following minutes were adopted by order of the Commission Vice President:

	The regular meetings of:
No. 83-0109	January 18, 1983
No. 83-0110	February 1, 1983
No. 83-0111	February 15, 1983
No. 83-0112	March 1, 1983, and the
No. 83-0113	Special Meeting of March 8, 1983.

* * *

D. DIRECTOR'S REPORTS:

1. Limousine/Type of Vehicle

Director's Report recommending the type of vehicle for Airport Limousine Service.

Mr. Lou Turpen, Director of Airports, said this item was in response to an earlier Commission inquiry concerning the rationale behind the

passenger limitation for limousines. A limousine is defined as a luxury-type automobile as opposed to a van or mini bus. The nine-passenger limitation which staff recognizes originated from an early State Public Utilities Commission definition, however, it is no longer an operative requirement of the State.

Mr. Turpen recommended continuation of the nine-passenger limitation.

Commissioner Coblentz commented that the last time this item was discussed, it was argued that limousine services should be put out to bid.

Mr. Turpen said there are currently three limousine companies with permits and three additional limousine firms have petitioned for permits. Staff is reviewing this and will get back to the Commission on May 17 with a recommendation.

Commissioner Coblentz said he was inclined to agree with comments Commissioner Goosby made at the last meeting and said he was in favor of competitive bidding.

Commissioner Fleishell commented that not enough is being done regarding maintenance and quality of cabs. Two years ago there was a discussion to set up a maintenance program similar to New York's but nothing has been done.

Mr. Turpen responded that there is an annual inspection program, an emission inspection program, safety inspection program and a spot check on safety and cleanliness. He said possibly what was needed was stricter enforcement.

2. Modification to Ground Transportation Signage on Island Columns--Lower Level Roadway

This report outlines proposed signage improvements to denote the various ground transportation services available at the Center Island, Lower Level Terminal Roadway.

Mr. Turpen said the lower level has a number of columns that have been banded with different colors signifying the different types of ground transportation. Commissioner Kadish requested that this system, which was established in 1980, be reviewed. Staff has reviewed it and agrees that a larger, more formal representation of ground transportation alternatives be made and recommends enhancing the system by enlarging the graphics to make it more visible.

3. Valet Parking - January to March, 1983

Director's Report covering the three-month period from January to March, 1983, on Valet Parking Service as requested by the Commission. Recommendations to retain Valet Parking.

Mr. Turpen told the Commission that valet was breaking even and it will continue to be monitored.

Commissioner Coblentz said that if it looses money he will move to abolish valet parking.

* * *

E. ITEMS INITIATED BY COMMISSIONERS:

Commissioner Goosby said that the report by Clemente Obregon of the Human Rights Commission on affirmative action progress by Airport tenants mentions the number of responses received but does not mention the number of inquiries that were sent. Commissioner Goosby suggested that information be included in the next report. He also suggested that Mr. Obregon include recommendations to improve affirmative action.

* * *

F. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS:

The following item was unanimously adopted as amended.

4. Central Terminal Rental Credit to Host International - Approval of Concept

No. 83-0114	Resolution authorizing staff to proceed with negotiating a final amount of a rental credit to Host International, Inc., for improvement, refurbishment, and damages to Central Terminal Host premises during Modernization and Replacement Program.

Commissioner Coblentz said he would vote in favor of this but recommended final documentation be held up until something is done with the ice cream parlor.

Commissioner Fleishell said Host owes the Airport approximately $280,000 and that an agreement should not have been made to reimburse Host without having included this claim.

Mr. Skip Conrad, Airport Property Management, said progress has been made on the ice cream parlor in the form of a commitment from Art Spring of Host. The facility will be re-designed and the revised drawings will be submitted to the Commission for approval.

Commissioner Coblentz reiterated his feeling that final authorization not be given until the ice cream parlor has been completed.

The following items were unanimously adopted.

5. Approval of Cigarette Vending Lease Specifications and Authorization

No. 83-0115	Resolution approving lease specifications and authorizing Director to invite bids for the lease of Cigarette Vending machines in the Central Terminal Building.

6. Computerized Ground Transportation Demonstration Project

No. 83-0116	Requests authorization to incur the software conversion and routine maintenance costs necessary for installation and operation of Caltrans' Computerized Ground Transportation Information Demonstration Project in the North Terminal.

7. $250,000 Supplemental Appropriation for Professional Services Contract

No. 83-0117 — Resolution approving request for Supplemental Appropriation for professional services of the law firm of Morrison & Foerster in connection with litigation entitled, Lorrie's Travel and Tours, Inc., vs. Airporter, Inc., et. al."

Commissioner Fleishell said monthly detailed costs were supposed to be sent to the Airport, yet no billings have been received to date.

Mr. Garibaldi, Airport General Counsel, responded that the contract has not been certified by the Controller so no billings have been submitted.

Commissioner Coblentz agreed that monthly billings and time sheets should be submitted.

Commissioner Fleishell told Mr. Garibaldi it was his responsibility as Chief Counsel for the Airport to monitor this.

Mr. Garibaldi responded that he was in continual contact with the attorney's working on the anti-trust case, and that he constantly reminds them that the cost must be kept down.

Commissioner Goosby said it was his understanding that the attorneys for the small claims cases were hired for an initial sum and it is expected that they will come before the Commission for another appropriation.

Mr. Garibaldi responded that they will probably be back before the Commission for funds to complete the balance of this Fiscal Year. At the present time, there is a limit on what is available to pay them.

Commissioner Fleishell suggested this be discussed in closed sesion due to the fact that the subject is a matter of litigation.

The following item was unanimously adopted as amended.

8. Resolution Approving Modification No. 14 (Type II) to Contract No. 1200B(4), Central Terminal Remodeling

No. 83-0118 — Modification includes work required due to unforseen conditions in existing building and additions or revisions attributable to deficiencies in the plans and specifications.

Commissioner Goosby recommended that staff seek reimbursement if after investigating the deficiencies it is found that the fault lies with the architect.

Commissioner Fleishell asked how long it would take to determine fault.

Mr. Turpen responded that staff has a very positive working relationship with the architects and that it was a matter of sitting down and reviewing the circumstances with them.

Mr. Turpen said it is BPC's feeling that moving the project forward is critical and they do not want to get bogged down in controversy.

Commissioner Fleishell asked that a resolve be added to the resolution setting a time limit on negotiations.

Mr. Turpen responded that he would be happy to get back to the Commission if staff cannot reach an agreement with the architect after a specified amount of time.

Commissioner Coblentz suggested a resolve be added to the resolution calling for a report to the Commission after 60 days.

The following items were unanimously adopted.

9. Revised Five-Year Capital Projects Plan

No. 83-0119 — Resolution approving a revised Five-Year Capital Project Plan.

10. Resolution Authorizing Director of Airports to Request Modification in Budget Request for Contractual Services and Personnel for Fiscal Year 1983-84.

No. 83-0120 — Resolution authorizes the Director of Airports to request that the Mayor modify the Airports Commission's budget request for Fiscal Year 1983-84 by (1) reducing the amount requested for glass cleaning contractual services and (2) replacing four custodial (#2708) positions with four window-cleaner (#7392) positions.

11. Resolution Authorizing Modification of Data Processing Management Contract with Gentry, Inc., to Provide Data Processing Professional Services Through December 31, 1983.

No. 83-0121 — Resolution authorizes the modification of the contract with Gentry, Inc., to include data processing facility management, operations, staff training, systems analysis, programming, data entry and related services on an as-needed basis during the time period July 1, 1983-December 31, 1983.

12. Award of Contract No. 1165B Improvements to Lower Level Road - Central Terminal $153,040.00

No. 83-0122 — Resolution awarding Contract No. 1165B to the Lowrie Paving Company, Inc., P. O. Box 2465, South San Francisco, CA, in the amount of $153,040.00.

The purpose of this contract is to repave the lower level road at the Central Terminal to correct the effects of differential settlement by restoring the road profile for the safety and comfort of motorists.

Three bids were received on April 6, 1983, as follows:

	Contractor	Amount Bid
1.	O. C. Jones and Sons	$149,409.00
2.	The Lowrie Paving Company, Inc.	$153,040.00
3.	Fisk, Firenze & McLean, Inc.	$168,168.00

The Human Rights Commission has determined that the apparent low bidder, O. C. Jones and Sons, did not meet the City's MBE.

requirements and therefore would not be eligible for award of this contract.

Construction time is 35 calendar days.

13. Award of Airport Contract No. 1451
North Terminal Grease Trap
$39,808.00

No. 83-0123

Resolution awarding Contract No. 1451, North Terminal Grease Trap, to Dalton Construction Company, 107 South Linden Avenue, South San Francisco, CA 94080, in the amount of $39,808.00

Two bids were received April 7, 1983:

Contractor	Bid
Dalton Construction Company	$39,808.00
AMBO Concrete, Inc.	$50,303.00

Commissioner Fleishell commented that State law prohibited restaurants from putting grease in sewers.

Mr. Turpen told the Commission that Host has been approached and asked to correct the situation but has refused to pay for repairs. It has been an operational problem and he has asked staff to find a solution, implement it, bill Host and if Host refuses to pay, to go to litigation.

Commissioner Goosby asked Mr. Turpen to tell Host there is dissatisfaction with their procrastination.

* * *

G. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following items were unanimously adopted.

14. Tenant Improvement: Pacific Southwest Airlines South Terminal - Pier "e" Holdroom Addition
T-2802 - $450,000

No. 83-0124 — Resolution approving the preliminary plan by Pacific Southwest Airlines for temporary holdroom facility at South Terminal Pier "e".

15. Approval of Tenant Improvements at Boarding Area D and Central Terminal

No. 83-0125 — 1. Qantas Airlines, T-2713
No. 83-0126 — 2. Pan American Wold Airways, T-2696
No. 83-0127 — 3. Foreign Flag Carriers and Pan American Passenger Loading Bridges, T-2715.
No. 83-0128 — 4. International Airlines Aircraft Docking Guidance System, T-2685

Four resolutions approving final plans and specifications and authorizing construction of V.I.P. rooms, administrative offices, passenger loading bridges and aircraft docking guidance system at Boarding Area D and Central Terminal, at the airlines' own and sole expense.

16. Tenant Improvement:
United Airlines - Maintenance and Operations Center
- Installation of Boiler Economizer
T-2753 - $35,000

No. 83-0129 — Resolution approving plans and specifications and authorizing construction.

U.A.L.'s sole expense. No rental credit.

17. Tenant Improvement: P.S.A.
Plot 3D Fuel Satellite Modifications
T-2753 - $50,000

No. 83-0130 — Resolution approving plans and specifications and authorizing PSA to modify their fueling system.

P.S.A.'s sole expense. No rental credit.

18. Award of Contract 1207, Metal Light Standards, Boarding Area D - Departure Lounge

No. 83-0131 — Resolution awarding Contract 1207, Metal Light Standards, Boarding Area D - Departure Lounge to Delta Star Electric Co., Inc., 3580 Haven Avenue, Redwood City, CA 94063 in the total amount of $34,100. Seven bids were received, ranging from $34,100 to $6,500. The approved budget is $50,000.

The following item was unanimously adopted as amended.

19. Award of Contract 1004 - Remodeling for V.I.P. Room, Second Floor - Terminal
$66,390

No. 83-0132

Resolution awarding Contract 1004, to Associated Builders, Inc., in the amount of $66,390 (excluding furniture). The approved budget for the recommended work, including furniture is $95,000. The furniture will be let as a separate contract through the City Purchaser. Nine bids were received on April 5, 1983.

The award of this contract is based upon the Base Bid and Alternate 1. Alternate 2 has been excluded.

Mr. Turpen told the Commission there has been some question by the Human Rights Commission as to compliance of the low bidder. He recommends adoption subject to HRC approval of the low bidder.

Mr. Turpen explained that if the item were to be put over for two weeks the V.I.P. Room would not be ready by the opening of the Central Terminal.

The following items were unanimously adopted.

20. Airport Contract No. 1335
Emergency Airfield Pavement Repairs - Fiscal Year 1982-83
Type 2 Modification No. 1 - Extension of Time

No. 83-0133

Resolution approving Type 2 Modification No. 1 extending the completion date 92 calendar days from June 30, 1983, to September 30, 1983, at no additional cost to the City. The Contractor for this work is the Lowrie Paving Company, Inc.

There is a balance of approximately $37,400 remaining in this annual emergency repair contract. The extension of time will enable the City to have this service during the interim period before the contract for Fiscal Year 1983-84 is available for work.

Original Amount of Contract	$81,540
Type 2 Modification No. 1 (Time Extension)	No additional cost
Revised Amount of Contract	$81,540
Amount Earned-To Date	$44,140
Amount Available for Further Repairs	$37,400
Original Completion Date	June 30, 1983
Modified Completion Date	September 30, 1983

Consent (Continued)

21. Award of Lease of Cable Car Message Sign on Main Exit Road

No. 83-0134	Resolution for the award of Lease of Cable Car Message Sign on Main Exit Road.

22. Travel Authorization for One Airport Staff Member to Attend the ACCI Governmental Affairs Conference

No. 83-0135	Travel authorization is requested for one Airport staff member to attend the ACCI (Airport Operators Council International) Government Affairs Conference in Washington D.C. from May 10-12 at an estimated cost not to exceed $1,178.

23. Official Travel: Captain Gary Dale, SFFD, National Fire Protection Association Annual Conference

No. 83-0136	Resolution approving the travel of Captain Gary Dale, San Francico Fire Department, San Francisco International Airport, to the National Fire Protection Association Annual Meeting & Fire Safety Exhibit on May 16-20, 1983, in Kansas City, Missouri.

* * *

H. COMMUNICATIONS:

There were no items discussed by Commissioners.

I. TRAILING CALENDAR:

There was no discussion of items on the Trailing Calendar.

J. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission the meeting was adjourned at 9:33 a.m. to go into closed session.

Jean Caramatti
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION

MINUTES

Tuesday, May 17, 1983

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

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LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

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of the
Commission Meeting Minutes

May 17, 1983

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Minutes
of the
Airports Commission

May 17, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:00 p.m. in Room 282, City Hall, San Francisco, CA

* * *

B. ROLL CALL:

Present:	Commissioners Morris Bernstein, William K. Coblentz, Z. L. Goosby, J. Edward Fleishell
Absent:	Commissioner Ruth S. Kadish

* * *

C. ADOPTION OF MINUTES:

The minutes of the regular meeting of March 15, 1983, were adopted by order of the Commission President.

No. 83-0139

* * *

D. ANNOUNCEMENT BY SECRETARY: In accordance with the Brown Act, Section 54957.1, Jean Caramatti, Commission Secretary, announced the unanimous adoption of Resolution 83-0137 authorizing the Director to issue a rental credit to Duty Free Shoppers according to provisions of the Tenant Improvement Guide; and

Resolution 83-0138 approving modification of agreement with Fred Eversley as proposed by the Art Commission involving substitution of pieces, at the closed session of April 5, 1983.

* * *

E. DIRECTOR'S REPORTS:

1. Luggage Carts/Customs Area - Central Terminal - Verbal Report

Report recommending the type of Luggage Carts in Customs Area of Central Terminal.

Mr. Lou Turpen, Airport Director, explained that the Airport entered into an agreement with Smarte Carte two or three years ago to provide carts. As part of that agreement Smarte Carte was obligated to provide 30 carts free of charge in the existing customs area. Due to the shortage of carts, the Airport and Smarte Carte agreed to increase the number to 50. Customs staff and Smarte Carte estimates indicate that the new international arrivals facility will require 400 carts on a continuous basis. Staff and Smarte Carte have discussed requirements for maintenance and concerns expressed by customs.

Smarte Carte has proposed that they provide the 400 carts in the customs arrivals area on a continuing basis and that there would be a charge. They contend that if they can provide the change or tokens necessary to obtain a cart the need to confine them in the customs area would no longer be necessary. This would result in additional revenue to the Airport and insure the required number of carts available in the customs area.

Mr. Turpen said this system was in use at the Houston, New Orleans, Chicago airports and that and, that Honolulu is switching to this system.

The second alternative currently being explored by staff is to have the Airport pay for and maintain the carts. This means a significant cash outlay for the Airport and the problem of keeping the carts inside the customs area. Customs is concerned that there would be 400 carts lined up against the cues and that they would not be recycled as they should.

The question is whether or not the Commission wants to pursue the concept of 400 pay carts with the ability to move them out of the customs area. Smarte Carte has indicated they would be willing to try this on a one-year trial basis.

Mr. Turpen asked Mr. Dan Berglund of Smarte Carte to come forward and address the Commission.

Mr. Berglund said that several weeks ago Smarte Carte was asked to supply and maintain 200 carts to the customs area.

Mr. Berglund wondered if free carts, provided and contained in the customs area, would be fair to all parties involved. He said that if several 747's arrived at the same time 800 carts would not be enough. He told the Commission that in Houston and Chicago Smarte Carte can provide as many carts as are necessary on a charge basis and they are willing to do the same thing in San Francisco.

Mr. Berglund said Smarte Carte would provide an employee in the customs area to make change so passengers could rent carts. If a passenger enters customs without funds a Smarte Carte attendant will give him the cart gratis. In so doing, Smarte Carte will lose 25¢ with each free cart since this is the amount that is refunded when a cart is returned. If passengers entering the area only have foreign currency Smarte Carte is willing to work with the foreign currency exchange service to make sure funds will be available and the passengers will be served.

Commissioner Coblentz commented that usually passengers do not have the coin of the realm when they arrive in a foreign country and there are always long lines to exchange currency. He felt that the additional revenue the Airport receives is secondary to the convenience of passengers. He said that barriers could be put up preventing passengers from bringing carts into the garage if it was decided that carts would be provided free of charge, but there would be an expense for the Airport in gathering the carts.

Commissioner Fleishell felt that the carts should be free and if they have to be restrained they can be restrained. He said that if a profit is to be made then the service should be put out to bid since this would be an abnormal extension of the existing contract and is not what was voted on several years ago.

Commissioner Goosby said he did not think it fair to ask Smarte Carte to provide 400 free carts. He said he has no objection to bidding the item and charging for the carts, or, in the Airport providing free carts and paying someone to retrieve them.

Mr. Turpen commented that the agreement with Smarte Carte states that the Director can provide for additional cart locations at the Airport. He said the Airport always has the option of bidding the item and providing a number of free carts in the customs area. Instead, he felt that the Airport should proceed with Smarte Carte; that the Director specify additional locations in the customs area and charge for the carts; and, that this be on a one-year trial basis with quarterly reports to the Commission.

Commissioner Coblentz commented that there will be a free for all to obtain free carts. He suggested that the Airport try it for a year and during that time staff should keep track of expenses for personnel to collect the carts and for maintenance.

Commissioner Goosby said it was not realistic to expect skycaps to take care of the volume of people going through customs without carts. He suggested that possibly the skycaps could be used to retrieve the carts rather than hiring from the outside.

Commissioner Fleishell commented that if the carts are kept in the customs area the newly arrived passenger will run to get one. If the carts are allowed out of the customs area there are people currently at the Airport that can be rewarded for retrieving them. He reiterated his opinion that the carts should be free.

Commissioner Coblentz felt that there may not be enough time to bid this before the terminal opened.

Mr. Turpen said that with 60 days remaining before the terminal opens their alternatives were limited. He recommended that the trial period be pursued and he would get back to the Commission 120 days after the terminal opens with a full report on what it would take to execute the alternate and a report on how this program has done.

Commissioner Bernstein asked how long the contract has to run.

Mr. Berglund responded that the contract began in the summer of 1980 with an option that can be exercised by the Airport in 1985.

Mr. Berglund addressed Commissioner Fleishell's comment on providing free carts, and responded that while it is true that it can be a free-for-all in obtaining a cart, it is a relatively simple matter to return them to the area. When barriers are put up prohibiting passengers from taking the carts out of the customs area you are defeating the purpose of offering the carts for free. Smarte Carte recommends a $1.00 fee be charged (the fee has been $1.00 since 1975) and that the service be installed with the criteria for success being whether it works on a similar basis with the operations in Houston, Chicago and Honolulu.

Mr. Turpen responded that the Airports criteria is probably somewhat higher than that of the airports mentioned and that the criteria must be measured against what is acceptable to staff and the Commission.

Commission Coblentz recommended going ahead with the one-year trial period keeping in mind the strong feelings of the Commission that convenience to the traveler comes first. He also felt that there should be no free carts and that there should be facilities available from which to obtain American coins.

Mr. Berglund suggested that rather than having a one-year trial period, the Airport grant a second five-year option to Smarte Carte with the right to cancel at any time with 30-days notice if they don't perform per the specifications of the contract.

Commissioner Coblentz asked under what conditions the Airport could cancel.

Mr. Don Garibaldi, Airport General Counsel, replied that Smarte Carte must be in some sort of default under the agreement and he is concerned as to how default would be established.

Commissioner Coblentz expressed his concern that if the Commission, at some point, decided it would be a better convenience for the public to have free carts the contract could not be cancelled.

Mr. Berglund said that Smarte Carte would be in agreement to negotiate mutually acceptable criteria for success.

Mr. Berglund explained that his concern over the one-year trial was due to the large investment that would be made in the customs area and that their financiers might not be willing to extend money for a 12-month contract.

Mr. Turpen recommended that the Commission go with the one-year trial period and look at an alternative during that time.

Commissioner Coblentz suggested that if staff could not come to an agreement with Smarte Carte that a special meeting be set up rather than waiting for the next regular meeting.

Commissioner Fleishell asked for a count of rented carts in the customs area in the event this goes out to bid.

Mr. Bill Williams, representative for skycaps, said that to put 200 or 300 carts in the customs area would create a traffic flow problem for passengers. He said it will be too congested and will create a fire hazard. He also told the Commission that there are many people who cannot get their bags onto the carts; they need skycap assistance.

Commissioner Coblentz remarked that most foreign airports have skycaps as well as carts. He felt that both services should be offered.

Mr. Turpen commented that the customs area has four 747 carousels and 20 primary inspection stations, and, with the anticipated processing time, there appears to be sufficient space to accommodate passengers and carts.

Commissioner Goosby asked if Allied has been contacted to provide additional personnel.

Mr. Turpen responded that Allied is under contract with the airlines and normally they are approached regarding the adequacy of skycap service.

Commissioner Goosby suggested that if space does become a problem perhaps the airlines should be contacted with a request for additional skycaps.

Mr. Williams felt that the skycaps were being eliminated.

Mr. James Muellner, President of Smarte Carte, Inc., said that he would be agreeable to the one-year trial. As for Mr. Williams concerns, he remarked that Smarte Carte has never displaced skycap service in their 15 years of operation and has always worked well with them. He commented that their service would reduce congestion at the exit. The carts are designed to take up a minimum amount of space and he said that they could provide all the carts needed and still allow room for skycaps to function.

* * *

K. CLOSED SESSION:

The meeting adjourned at 2:30 p.m. to go into closed session and was reconvened at 2:50 p.m.

* * *

E. DIRECTOR'S REPORTS (Continued):

The following item was put over.

2. Limousine Applications

Report concerning three limousine applicants for the On-Airport Limousine Permit.

Mr. James S. Clapp, Lorries Travel and Tours, Inc., asked for acknowledgement of receipt of a document relating item No. 2 that was distributed to the Commission

Mr. Turpen acknowledged receipt.

3. Report on Installation of Cogeneration Facility by United Airlines - Verbal Report

Mr. Turpen asked Mr. Paul Van Wert, United Airlines, to address the Commission.

Mr. Van Wert said he has a letter addressed to the Commission that he would like to distribute. He explained that the letter was drafted in anticipation of circumstances that are different from what has evolved. The intent of the letter was to provide background information on the cogeneration facility. He said that United would be coming before the Commission in June asking for some definitive action regarding this program.

4. Concession Status Report - Central Terminal Leases

Report outlining status of the Central Terminal concessions.

Mr. Turpen said this report remains the same as the last report to the Commission. All concessions, except for the third floor International Room, are proceeding on schedule and will open in concert with the opening of the Central Terminal.

Commissioner Fleishell asked how much time would elapse between the opening of the Central Terminal and the opening of the International Room.

Mr. Jason Yuen, Administrator, Bureau of Planning and Construction, said it was his understanding from Host that the International Room would not be open until the first of the year.

Mr. Turpen said that the delay with the third floor was due to the significant structural work that had to be done to support the tower. This work had a tremendous impact on the old International Room.

5. Report on Central Terminal Opening Ceremony - Verbal Report

Mr. Turpen said the Mayor will be available to dedicate the Central Terminal on July 13, with the time tentatively set for 5:00 p.m. There will be tours on that day prior to the dedication and a cocktail party afterwards in the lobby. On July 14, Pan Am's flight No. 6, arriving from Hong Kong at 10:00 a.m., will be the first international flight to arrive at the terminal. It will begin the transfer of carriers from the South to the Central Terminal, and by July 21 Pier G, the existing international area, will be vacated by the international carriers and shut down. This is 18-months minus about four days from the date the terminal was closed.

Mr. Turpen told the Commission they will receive written information regarding plans for the opening.

Mr. Turpen thanked Jason Yuen and his staff as well as the contractors and architects for bringing this project in on schedule. He said he was very proud of Mr. Yuen and his staff for their accomplishment.

He said there are 60 days remaining until the opening and any changes will be frozen for that time in order to minimize non-planned projects during that period, and will be picked up after the opening.

Commissioner Goosby congratulated the Director, architects and Jason Yuen on the design, as well as the Commission.

* * *

F. ITEMS INITIATED BY COMMISSIONERS:

The following item was introduced by Commissioner Coblentz and unanimously adopted.

Resolution authorizing a rental credit to the Hertz Corporation for car rental counters in the Central Terminal.

No. 83-0140

* * *

G. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS:

The following item was unanimously adopted as amended.

6. Contract 1410 - South Terminal Renovation, Contract 1411 - South Terminal West Entrance Building, Contract 1412 - Tunnels A & C, Contract 1413 - Boarding Area A Renovation, Approval of Preliminary Plans and Authorization for Bid Call

No. 83-0141 — Resolution approving the Preliminary Plans for the first phase of the South Terminal Modernization and Replacement Program, Contracts 1410, 1411, 1412, and 1413 and authorizing the Director to call for bids when ready.

Commissioner Coblentz congratulated the architects and move the item with one reservation on the graphics in the tunnel. He did not want to approve the graphics at this time. He said it was his understanding that staff has raised questions on materials being used there. He wants to make certain that staff completely approves of the materials.

Mr. Jason Yuen said the resolution has been revised to read "subject to comment". Staff is also looking into the maintenance of the materials and how they can be protected.

The following item was unanimously adopted.

7. Supplemental Appropriation Request in the Sum of $100,000 and Modification No. 4 to Agreement with Morrison & Foerster

No. 83-0142 — Resolution approving Supplemental Appropriation request in the sum of $100,000 and Modification No. 4 to Agreement with Morrison & Foerster to increase by $100,000 the compensation payable for legal services in connection with small claims cases.

The following item was unanimously adopted as amended.

8. San Francisco International Airport - Community Roundtable

No. 83-0143 — Resolution permits the Director of Airports to sign the Articles of Incorporation which authorizes the representation of the City and County of San Francisco.

Commissioner Coblentz moved adoption with the following amendment to page 4, Article 5, Sub-section A to read:

"The directors and their alternates shall be selected from the elected officials of these entities except the Director of the San Francisco International Airport or the designee of the Airports Commission shall represent and vote on behalf of the City and County of San Francisco."

* * *

H. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following item was unanimously adopted.

9. Declaration of Emergency, Removing Water From Boarding Area D Carpet--Not To Exceed $1,200.

No. 83-0144 — Resolution to authorize American Building Maintenance to remove water from Boarding Area D carpet and authorizing Controller to certify $1,200 for compensation.

The following item was unanimously adopted as amended.

10. Assignment of Lease of Plot 9

No. 83-0145 — Resolution consenting to the assignment of Pan Am's Lease of Plot 9 to Northwest Airlines and approving the form of said assignment.

Commissioner Coblentz asked that the resolution be amended to specifically state that Pan Am is not released from its obligation under the lease.

The following items were unanimously adopted.

11. Tenant Improvement: Pan Am
Proposed Alterations to Pan Am - Cargo Facility
T-2760 - $150,000

No. 83-0146 — Plot 9 - No rental credit. Resolution approving plans and specifications and authorizing construction.

12. Tenant Improvement: United Airlines
Maintenance and Operations Center. Modify Computer Room
T-2756 - $225,000

No. 83-0147 — Resolution approving plans and specifications and authorizing construction.

UAL's sole expense. No rental credit.

13. Statistical Adjustments for 1982-83 Joint Use Billings

No. 83-0148

Adjustment for Transamerica Airlines' 1982-83 Joint Use Billings pursuant to Section 101.W of the new airline-airport Lease and Use Agreement.

14. Completion of Professional Services Agreement - Towill, Inc.

No. 83-0149

Resolution accepting the work under professional services Agreement with Towill, Inc., Controller's No. CT30484, as satisfactorily completed.

Original Amount of Agreement $57,600.00
Final Amount of Agreement $57,600.00
Starting Date October 12, 1982
Original Completion Date April 12, 1983
Modified Completion Date May 6, 1983

15. Acceptance of Amendment No. 1 To Grant Agreement For ADAP - 3

No. 83-0150

Resolution accepting amendment No. 1 to ADAP Project No. 8-06-0221-03 Grant Agreement and authorizing the Director to accept and execute said Amendment.

This amendment deletes from the original project description, that portion of work which would have constructed an apron for Rotunda B, and also reduces the original amount of the grant from $991,241.00 to $871,891.00.

16. Modification No. 1 Primo Angeli Graphics

No. 83-0151

The Director of Airports is hereby authorized to modify the Professional Services Agreement with Primo Angeli Graphics to provide necessary photography and printing associated with the production of the general information Airport publication to be completed by July 1, 1983.

Commissioner Goosby asked if Primo Angeli was sub-contracting the printing.

Mr. Ron Wilson, Director of Community Affairs, responded that due to the time constraints the City Purchaser asked that the graphics designer select a printer and that this is at no cost to the Airport.

Commissioner Goosby commented that he is not pleased with Mr. Angeli's inability to find a minority subcontractor. Commissioner Goosby asked that someone tell Mr. Angeli that if he wants City business he is going to have to do better in finding minority subcontractors. He is very displeased and would not vote for the item if time were not a problem. Commissioner Goosby questioned Mr. Angeli's intentions as to the hiring of a minority subcontractor.

* * *

I. COMMUNICATIONS:

There was no discussion by Commissioners.

* * *

J. TRAILING CALENDAR:

There was no discussion of items on the Trailing Calendar.

* * *

L. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission the meeting was adjourned at 3:15 to go into closed session.

Jean Caramatti
Commission Secretary

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MINUTES

Tuesday, June 7, 1983

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

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of the
Commission Meeting Minutes

June 7, 1983

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Minutes
of the
Airports Commission

June 7, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:00 p.m. in Room 282, City Hall, San Francisco, California

* * *

B. ROLL CALL:

Present:	Commissioners Morris Bernstein, Ruth S. Kadish, Z. L. Goosby.
Absent:	Commissioners William K. Coblentz, and J. Edward Fleishell.

* * *

C. ADOPTION OF MINUTES:

The following minutes were adopted by order of the Commission President:

No. 83-0155	Regular meeting of April 17, 1983
No. 83-0156	Special meeting of May 5, 1983

* * *

D. ANNOUCEMENT BY SECRETARY: In accordance with the Brown Act, Section 54957.1, Jean Caramatti, Commission Secretary announced the unanimous adoption of resolutions

83-0152 and 83-0154 regarding settlement of litigated claims and 83-0153 approving the appointment of Clifford R. Briscoe as Deputy Director for Operations at the closed session of May 17, 1983.

* * *

E. DIRECTOR'S REPORTS:

1. Opening of Central Terminal - Verbal Report

Mr. Lou Turpen, Airport Director, reminded the Commission that he had sent a memo on May 31 outlining the anticipated activities of the Central Terminal opening. All phases of the opening, including the completion of the building, concessions and plans for the dedication ceremony, are going very well. The Mayor's availability for the July 13 dedication has been reconfirmed.

July 14 has been reserved for the Pan Am inaugural flight from Hong Kong. Full operation in the terminal will begin on July 15 with the relocation of international operations to the Central Terminal from Pier G in the South Terminal and the subsequent closure of that pier.

Mr. Turpen said he was confident the date, as outlined, will be met and a follow up report will be given at the next meeting.

Commissioner Bernstein, asked if the art work will be in place.

Commissioner Kadish responded that she learned at the Airport-Art Joint Committee meeting last week that there will be some pieces that will not be in place for the opening ceremony. She suggested that Ms. Cameron, Director of the Airport Temporary Exhibition Program, develop an alternative approach should all the art works not be in place. Commissioner Kadish said that there are a number of problems that are taking an inordinate amount of staff's time and suggested that Mr. Turpen determine whether an alternative approach is necessary and work it out with Ms. Cameron, with a report to the Commission.

Commissioner Goosby hoped that the guides provided by the various airlines would reflect the international flavor of the opening.

Commisioner Bernstein suggested that the artists not be paid until the works are completed.

Commissioner Kadish responded that they would not be paid until the works are installed and approved by the Joint Committee.

2. Taxicab Inspection

Director's report on the status of the taxicab inspection program at the Airport.

Mr. Turpen said this report was in response to a request by Commissioner Fleishell for information on the taxicab program. The program has been cited by other airports as one of the best in the country. The complaint rate continues to be low, and is far less than is being experienced elsewhere. Mr. Turpen commended Sheldon Fein, Landside Operations, and his staff in doing an excellent job.

3. Status of Host's International Room.

Report detailing current status of Host's International Room.

Mr. Turpen said the International Room was the only concession that will be delayed until after the first of the year. The delay was due to the decision to relocate the tower to the Central Terminal and the significant amount of structural work that was needed to support it. This structural work significantly impacted the International Room due to the tremendous amount of steel that was put through the facility.

Commissioner Kadish asked that this item be put over to closed session in order to discuss a question of liability.

* * *

F. ITEMS INTIATED BY COMMISSIONERS:

Commissioner Goosby commented that there was supposed to be a discussion on limousines at this meeting and asked why the item was not calendared.

Mr. Turpen responded that at the last meeting the item was put over by the Commission President and will be re-calendared at the call of the Commission.

Commissioner Goosby said it was his understanding that there would be further discussion. When the item is re-calendared he would like to find out whether there could be a competitive procedure to award the permits rather than just renewing them.

Mr. Turpen responded that staff is aware of the Commission's feelings and will recommend some type of bidding forum in view of the fact that the number of applicants will exceed the available space.

Commissioner Kadish hoped Mr. Orloff's suggestions, made at the April 5 meeting, will be considered. Staff was to have reported back to the Commission in May.

Mr. Turpen said Mr. Orloff's suggestions were evaluated and incorporated in the report to the Commission.

Commissioner Kadish said she did not feel it was incorporated in the report.

Commissioner Goosby asked if staff would check with the airlines and find out if they had plans to hire summer help. He also asked if it were possible for the Commission to have some sort of input in compiling a list of employment seekers from the communities that the airlines might want to consider.

Mr. Turpen said there was some discussion on this but because of the significant number of layoffs in the airline community that program has been cut back. He said he would be happy to go to the airlines and inform them that a list of applicants is available.

Commissioner Kadish asked that the policy manual be placed on the trailing calendar, as originally requested by Commissioner Goosby in March. She also said that there has been no response to her request that a procedure be developed noting how policy additions and changes would be identified and transmitted.

Commissioner Kadish said that cigarette and other vending machines were approved in May and questions having any more vending machines in the terminals. She feels they have destroyed the pleasant ambience in the North Terminal and does not want this to happen in the South and Central Terminals. Commissioner Kadish suggests reconsideration of the action authorizing vending machines, or, as an alternative, to design a wall into which they can fit.

Mr. Turpen said that alternative has been discussed. The other alternative is to abandon vending machines and install carts on each pier which would carry cigarettes, newspapers, candy, and gum. However, there are a number of legal and practical questions that must be answered. He recommended that carts be explored first, and, failing that, some type of facade for the vending machines could be looked into that would be uniform in nature and specified in the tenant guide.

Commissioner Kadish said that this should be done before they are put out to bid. She felt that sacrificing the ambience of the terminals is not worth the $3,000-$6,000 a year in revenue derived from the machines.

Commissioner Goosby responded that vending machines were not only a convenience to the passenger but the merchandise is offered at a lower cost. He suggested installing the machines and then looking into the carts.

Mr. Turpen said there are three courses of action from which the Commission can choose: 1) delay bidding the vending machines until staff can come back to the Commission with an alternative; 2) instruct staff to go ahead with the vending machines; 3) install the vending machines on a permitted basis to give staff time to look at the cart alternative.

Mr. Turpen recommended delaying the bids and continuing with the existing machines on a permitted basis.

Commissioner Kadish asked staff to develop a wall into which the machines could fit or, if sufficient funds are available, to coordinate the development of such a wall with the architects.

Mr. Jason Yuen, Administrator, Bureau of Planning and Construction, responded that Gensler has already submitted a proposal and they have picked out the vending machine manufacturer they would like to see against this wall. The problem is getting the vendors to follow through. He said this information has been given to Skip Conrad, Airport Property Manager.

Commissioner Kadish asked if this could be incorporated in the bid.

Mr. Conrad responded that it could, however, there will be a problem in meeting the July 13 target date if the Airport went with Gensler's proposed installation and chose the machines he recommended. Gensler estimates this would be accomplished 60-90 days after award of the bid so it would not meet the July 13 opening.

Mr. Turpen said perhaps this alternative should be pursued and the cart concept could be looked at for the South Terminal.

Commissioner Bernstein commented that some of the machines were not kept in good order and were a disgrace and a reflection on management. He felt they should be removed.

Commissioner Bernstein said he promised the Mayor and the Finance Committee that the Airport would give them a report on legal fees. An agreement was made that attorneys would submit monthly itemized billings, yet, several months have passed and nothing has been received. Bills will not be paid unless statements are received.

* * *

G. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS:

The following items were unanimously adopted.

4. Resolution Awarding Professional Services Contract to S. Iyama & Associates for the Design of a New Airport Medical Clinic - $29,000. Resolution also approves overall project budget - $306,250

No. 83-0157

Mr. Turpen said this item was consistent with the Commission's direction to staff on the extension of the Medical Clinic contract. It will be located adjacent to the existing Medical Clinic where the Post Office used to be. The existing location will be converted to some sort of concession space.

Commissioner Bernstein said he was under the impression that the construction costs would not exceed $250,000.

Mr. Jason Yuen said that construction budget has been maintained. The $306,000 reflects the architects fees, contingencies and staff salary. Normally, there are two budgets that the Commission approves: the construction budget and the contingency and administrative budget which, in this case, adds up to the total project budget of $306,000.

Commissioner Kadish asked that in the future the Commission be given the total construction budget for approval with a complete breakdown of costs.

Mr. Turpen cautioned that in the early stages of estimating a project a plus or minus percentage might be wise.

5. Amendments to Administrative Code

No. 83-0158 — Resolution establishing the monetary limit of the Informal Construction Contracts contained in the Procedures for Construction Contract Approvals at the amount provided in Sections 6.28 and 6.29 of the San Francisco Administrative Code.

The following item was put over.

6. Modification No. 4 to Professional Services Agreement with Crothall Systems West

To provide a one-time cost to inventory and to enter equipment in Preventative Maintenance System for the following: Central Terminal, Connectors and Boarding Area "D" and other newly constructed Airport structures.

Total Cost: $81,500.00

Commissioner Kadish asked how the cost was arrived at.

Mr. Dennis Bouey, Deputy Director of Facilities, Operations and Maintenance, responded that the cost was arrived at by estimating the total number of pieces of equipment on a walk-through inspection by the consultant. About 6,000 pieces of equipment were estimated. He told the Commission that the dollar amount of the contract is lower, per piece of equipment, than previous contracts by about 10 percent.

Commissioner Kadish asked what has been accomplished to date.

Mr. Bouey replied that the Airports down-time per piece of equipment has been reduced. Craft personnel have been more effectively utilized in terms of preventive maintenance, routine maintenance and emergency repairs. Mr. Bouey cited the example of emergency repairs on pipes as having gone down 50 percent last year. This a substantial cost savings which more than overwhelms the cost of the contract. Mr. Bouey also told the Commission that this was a way of identifying pieces of equipment that are inefficient.

Commissioner Kadish suggested that when the Airport embarks on a major expenditure the Commission should receive information in the form of a chart that identifies what the expenditure has accomplished.

Commissioner Bernstein asked if a brochure was available on this system. He recommended the item be put over for two weeks.

Mr. Bouey responded that he would send Commissioner Bernstein a brochure.

Commissioner Kadish said that when the contractor appeared before the Commission he said he would train Airport staff to handle this system in the future. She asked when this would happen.

Mr. Turpen responded that back in 1979 there was no preventive maintenance program. A study was done that year to determine what percentage of man hours was spent on direct labor and it was found that it was less than 50 percent. An objective of 70 percent applied to direct labor was set in 1979, and a scheduling system was developed.

When Crothall came to the Airport part of the requirement of turn-over of new facilities to Airport staff was that those facilities have a preventive maintenance program that is compatible with the Crothall system. At this point, Airport staff is running the Crothall system in-house, but this is a question of doing the physical inventory and developing the check lists, the preventive

maintenance items and the frequencies. In the future, all contracts on facilities turn-overs will have incorporated into them a requirement that a preventive maintenance schedule be provided along with the facility when it is complete.

Commissioner Goosby said he would not vote on this unless there is program in place to train personnel.

Commissiner Bernstein said he would like to put the item over for two weeks and asked if there was an urgency.

Mr. Turpen responded that there was.

Mr. Bouey, commenting on Commissioner Goosby's remark, said that staff has been trained to interpret, hand out work orders, and make certain the job gets done. When the contract expires staff will no longer receive work orders from the company. Staff is currently meeting with computer companies to determine if the software is compatible with the hardware being purchased so that the work orders can be programmed and generated by staff every week.

Mr. Turpen responded that by putting this over it will delay, by two weeks, the inputting of this information into the system. It will delay the turnover of the equipment to the Airport and if anything goes wrong in the interim there could be a cost incurred in responding to it.

Commissioner Kadish recommended putting the item over.

Mr. Bouey remarked that the contractor has said that many of the areas he would like to get into are being closed up.

Commissioner Kadish made the suggestion that if it is important that Crothall identify pieces before they are closed in the wall, that the work be done on the remaining $30,000 of the old contract.

Mr. Turpen responded that that money is committed to certain contract obligations and cannot be adjusted. The Commission will receive a report at the next meeting.

The following items were unanimously adopted.

7. Airport Improvement Program (AIP No. 2), Project Application for $5,424,750.00

No. 83-0159	Resolution approving the submission of Project Application for AIP Fund of $5,424,750.00 and requesting Board of Supervisors to authorize filing of Project Application and to accept the resulting Grant offer.

8. $80,000 Contract With the Museum Society, Fine Arts Museums

No. 83-0160	Contract for $80,000 with the Museum Society, Fine Arts Museums of San Francisco for the purpose of providing and implementing Temporary Exhibitions at San Francisco International Airport for the Fiscal Year 1983-84.

Ms. Elsa Cameron, Director, Temporary Exhibition Program, said this is the agreement that is entered into each year with the Fine Arts Museums so the Airport can have the Temporary Exhibitions Program. The Fine Arts Museums provides the Airport with the wrapping, handling and trucking of art objects, posters of art exhibitions, fine arts insurance and a series of temporary exhibitions. Without this contract it would be difficult for the Airport to get the exhibitions or carry fine arts insurance because the credibility and expertise of a museum is needed.

* * *

H. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following items were unanimously adopted.

9. Statistical Adjustments for 1982-83 Joint Use Billings Under New Lease and Use Agreement.

No. 83-0161	Resolution adjusting 1982-83 Joint Use Billing pursuant to Section 101.W of the new Airline-Airport Lease and Use Agreement for British Caledonian and Sun Country, and revising Resolution No. 83-0148 due to clerical error.

10. Acceptance of Computerized Ground Transportation Information System

No. 83-0162	Requests authorization from the Board of Supervisors to accept the Computerized Ground Transportation Information System, together with the sum of $19,800 from CalTrans Division of Aeronautics.

11. Professional Services Agreement with I.P. Sharp $20,000

No. 83-0163	Resolution approving a modification and one-year extension to the agreement with I. P. Sharp for professional services and time-sharing in connection with electricity billings at a cost estimated not to exceed $20,000.

12. Approval of Sublease Between Trans World Airlines and Southwest Airlines

No. 83-0164	Resolution approving the sublease to Southwest Airlines of ticket counter, ramp office and baggage storage space from Trans World Airlines.

Commissioner Bernstein asked how much TWA would be receiving from Southwest Airlines.

Mr. Turpen replied that we did not know.

Commissioner Kadish said there was a policy of this Commission which states: "that no airline shall lease any of its property to another airline for more than a 10 percent differential. . ."

Mr. Turpen responded that the Commission has a policy that says they shall not do it, however, if two parties enter into an agreement and mutually agree upon a rate, the Commission would not get involved. If one party objects, an appeal can be made to the Commission. The Commission does have the right to approve the sub-lease if both parties agree.

Mr. Don Garibaldi said all sub-leases are subject to the Lease and Use Agreement. This sub-lease specifically states what the rent will be. Staff has made the determination, based on the figures, that there is no profit to TWA.

Commissioner Goosby said the Commission should know what will be paid.

13. Award of Contract No. 1499 - Garage Signing Non-Illuminated Message Signs $21,861.00

No. 83-0165 — Resolution awarding Contract No. 1499, Garage Signing Non-Illuminated Message Signs to See View Enterprises, Inc., 1106 Fifth Avenue, Oakland, California, 94606 in the amount of $21,861.00

Bids were received on May 12, 1983:

Contractor	Bid Amount
See View Enterprises, Inc.	$21,861.00
Esparza Construction	$26,428.00
Pischoff Co.	$29,910.00
Thomas-Swan Signs	$39,225.00
Northern Neon	$69,625.00

Construction time is 60 calendar days

14. Rental Credit - International Terminal Garbage Compactor

No. 83-0166 — Resolution authorizing a rental credit to Host International, Inc., for construction and installation of a garbage compactor servicing the International Terminal tenants at a cost not to exceed $40,000.

Commissioner Bernstein asked if this item should be bid.

Mr. Jason Yuen responded that a bid came in from Host that was under $19,000.

15. Resolution Approving Schematic Design, Aeroplex Stores, Inc.

No. 83-0167 — Resolution approving the schematic design of Aeroplex Stores, Inc., for modifications to the South Terminal Newsstand main store.

16. Approval of Tenant Improvements at Central Terminal Complex and Boarding Area D

No. 83-0168	1. CP Air, T-2714
No. 83-0169	2. Singapore Airlines, T-2716
No. 83-0170	3. China Airlines, T-2733
No. 83-0171	4. Foreign Flag Carriers & Pan American Baggage System, T-2735
No. 83-0172	5. Lufthansa, T-2741
No. 83-0173	6. Mexicana Airlines, T-2742
No. 83-0174	7. Northwest Orient Airlines, T-2763

Seven resolutions approving plans and specifications and authorizing construction of Ticket Offices, Administration Offices, Ramp Operations & Maintenance Offices, Baggage Service Offices, VIP Lounges, and a baggage Conveyor System in the Central Terminal, Terminal Connectors and Boarding Area D.

17. Travel Authorization for One Airport Staff Member to Attend the AOCI Insurance Subcommittee Meeting

No. 83-0175

Travel authorization is requested for one Airport staff member to attend the AOCI (Airport Operators Council International) Insurance Subcommittee Meeting in Los Angeles, California, from June 15-16, 1983, at an estimated cost not to exceed $288.00

* * *

I. COMMUNICATIONS:

There was no discussion by Commissioners.

* * *

J. TRAILING CALENDAR:

18. "You Are Here" Passenger Information System - Authorization to Develop Request for Proposals - July 19, 1983

Commissioner Kadish said five "You Are Here" signs were constructed for the North Terminal at a cost of about $75,000, and they are not being used. She feels this should be coordinated with the architects and submitted to the Commission in time for recommendations to be made.

Mr. Turpen said that staff will come up with several ideas and bring them before the Commission.

Commissioner Kadish also felt that the design should be coordinated with the information system being put together by the State.

* * *

L. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission the meeting was adjourned at 3:13 p.m. to go into closed session.

Jean Caramatti
Commission Secretary

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MINUTES

TUESDAY, June 21, 1983

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

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of the
Commission Meeting Minutes

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Minutes
of the
Airports Commission

June 21, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:00 p.m. in Room 282, City Hall, San Francisco, California

* * *

B. ROLL CALL:

Present: Commissioners Morris Bernstein, William K. Coblentz, Ruth S. Kadish, Z. L. Goosby, J. Edward Fleishell.

* * *

C. ANNOUNCEMENT BY SECRETARY: In accordance with the Brown Act, Section 54957.1, Jean Caramatti, Commission Secretary announced the unanimous adoption of resolution 83-0178 approving the appointment of Angela Gittens as Deputy Director, Business Administration at the closed session of June 7, 1983.

* * *

F. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS:

The following item was taken out of order and unanimously adopted by the Commission.

7. Contract 1013
Computerized Parking Control System:
Recommendation on Bid Approval

No. 83-0186 — Resolution for Commission to reject any and all bids received for Contract No. 1013.

Commissioner Coblentz expressed his concern over this situation. He moved to reject all bids based on what he has read from the City Attorney and outside consultant.

Commissioner Fleishell agreed with Commissioner Coblentz and said that he originally voted to hire a consultant to avoid just what has happened.

Mr. Alexis J. Perillat, representing Cubic Corporation, told the Commission that he was informed that their bid had been rejected due to technical non-compliance with technical specifications but that the Cerand Company report does not indicate that they were in non-compliance. Mr. Perillat introduced General Kenneth Howton of Cubic Corporation.

General Howton introduced Mr. Ray Dacosin, Vice President of Cubic Western Data.

Mr. Dacosin said the Cerand report did not find that his company was in non-compliance and quoted from the report. It indicated that of the six bidders, the three lowest bidders had major technical and other deficiencies that would impair the product. Cubic Corporation was listed a having "responded in a technical and or operational manner that does not appear to prevent the computerized parking control system from meeting the requirements of the technical specification document, although the bidders approach is different from that intended." Cubic responded that they will comply by supplying two standard digital pieces of equipment.

Mr. Dacosin concluded by saying that there were three bidders who were technically compliant, fair and open competition did take place, and, that their bid is not only compliant, but it is within the budget. He feels his company has won this bid according to the terms set forth by the Airports Commission and asked that the Commission reconsider.

Commissioner Coblentz said the Commission is embarrassed by this, however, serious legal questions have been raised by the City Attorney's office and if the contract is awarded it will be tied up in litigation.

Mr. Perillat asked where the legal difficulties were.

Commissioner Coblentz responded that legal difficulties may not have been mentioned in the Cerand report but the City Attorney has serious concerns and that is priviliged communication between attorney and client. He suggested that those individuals involved might want to talk to Mr. Garibaldi, Airport General Counsel, after all this is over and perhaps he can answer some of their questions.

Mr. Mark Hazelton, Attorney for Autoscan, said that Autoscan was the low bidder on the project by at least $286,000. He urged the Commission not to be so hard on their staff.

Commissioner Coblentz said he was not critical of staff but of the ouside experts who were hired.

Mr. Hazelton said that most of the technical non-compliance items are listed as "should be waived", "advised to be waived", "could be waived" and very few non-compliance items are listed as substantial. The one item listed as substantial in Autoscan's bid concerned mutilated versus lost tickets and the location of the taxi lanes. The footnote in the report stating that request for approval of this exception to the requirement of the technical specifications documents should have been made; Autoscan claims they talked to Cerand about a clarification.

Mr. Hazelton also pointed out that in re-bid situation any changes in the specs can be looked at as favoring one bidder over another.

Commissioner Bernstein said the Commission must follow the advice of the City Attorney.

Mr. Lagarias, Attorney for Cleveland Electrical, introduced Mr. Gary Clodfelder who explained the costs incurred. Mr. Lagarias said he believed they were a responsive bidder and that this was the first time they had heard that there was a problem with their bid. They are licensed in the State, have complied with State law and submitted a proper bidder's bond.

Mr. Clodfelder said that he felt the City was in a position to award the contract and should do so. Several of the six bids received in May were responsive and were submitted by responsible bidders. He doesn't feel that any of the problems the Commission has will be corrected in a re-bid.

Commissioner Fleishell said that the bid document says that there must be three years experience in manufacturing and installation. He asked Mr. Coldfelder if it was his interpretation that the contractor could form a company the week before a bid and find a subcontractor who would manufacture the equipment and another subcontractor to install it threfore the contractor would be in compliance.

Mr. Clodfelder responded that a contractor who has been installing the system for a period of three years andd the supplier who has been manufacturing them for three years or longer would be a compliance.

Commissioner Fleishell said the language states that the bidder must have manufactured for three years.

Mr. Clodfelder said they were a construction company, not a manufacturer.

Mr. Lagarias stated that Cleveland has been working with Trindel's American branch for serveral years.

Commissioner Fleishell said Trindel has a local subsidiary with four employees that sells and a subcontractor that installs. The reason the City has this requirement is to ensure there is someone here with whom we can deal.

Commissioner Fleishell moved that all bids received on May 9 be rejected and to authorize the Director to advertise for the submission of new bids. He said the Commission deeply regrets the loss of time and money in this matter. He recommends that before the Director advertizes the new bid that the bidders meet with the Director, City Attorney, Cerand and the Human Rights Commission to make certain that all of the particular contingencies are taken care of.

Commissioner Fleishell commented that some time ago he raised the question of bifurcated bidding and asked staff to look into it and put together a report.

Commissioner Fleishell also asked if there was included in this bid a procedure to obtain information necessary to maintain the equipment.

Mr. Sheldon Fein, Landside Operations, said there was a training program for staff along with a one-year maintenance contract.

Commissioner Fleishell asked if the equipment had to be maintained by the seller or if could it be maintained by any entity.

Mr. Fein responded that the equipment could be maintained locally but if certain adjustments or re-programing was necessary, you would probably have to go back to the company that set up the soft-ware and programed the computer.

Commissioner Kadish asked if there was a pricing schedule for this type of maintenance or if it was free-floating once a particular contractor received the job.

Mr. Fein responded that a decision would have to be made whether or not to go with maintenance and warranty contracts.

Commissioner Fleishell commented that an elevator company, for example, will only work on their equipment. He asked if we would find ourselves in the same situation with this equipment and be subject to whatever they wanted to charge.

Mr. Fein responded that he assumed not.

Commissioner Coblentz commented that the Public Contract Code discusses security but does not recognize an irrevocable letter of credit and suggested alerting the Board of Supervisors about this. Commissioner Coblentz also noted that most banks are not state banks.

Commissioner Kadish said that a couple of years ago the Commission instituted a procedure in relation to construction bids which separated the boiler plate items from the substantive bid.

Mr. Turpen said he would discuss this with Mr. Yuen and Mr. Garibaldi.

* * *

D. DIRECTOR'S REPORTS:

The following item was put over.

1. Update on Services and Facilities - Host International

Report outlining Host International's current status on refurbishing the North Terminal Ice Cream/Cookie Parlor.

Mr. Turpen said the Commission should have received a copy of Mr. Art Spring's June 10 letter. He recommended putting the item on the trailing calendar for the August 2 meeting, by which time staff should have Mr. Spring's plans and can review them with the Commission.

Commissioner Coblentz objected to the amount of time it is taking Host to submit these plans and asked if there was any way to apply pressure.

Mr. Turpen said that he had asked Host to send a representative to this meeting but no one was available to appear.

Commissioner Coblentz said that there was nothing that could be done now but the next time Host comes up for anything he will move that it be denied and he is sure the vote will be unanimous. He asked Mr. Turpen to so inform Host.

Commissioner Bernstein said that he received a memorandum about another cookie location in the North Terminal.

Mr. Skip Conrad, Airport Property Management, said that the memorandum refers to the economic unviability of a second cookie shop in the North Terminal. This was based on reports from the current operator which indicate that 25-40 percent of his sales are from staff and employees in the terminal.

Mr. Turpen said it was his recollection that a second location would not be pursued at this time.

* * *

E. ITEMS INITIATED BY COMMISSIONERS:

There were no items initiated by Commissioners.

* * *

F. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS (Continued):

The following item was unanimously adopted:

2. Contract 1414 - Boarding Area B Renovation
Contract 1415 - Boarding Area B South Concessions
Contract 1416 - Boarding Area C, Revised South
Terminal Program Master Schedule, Approval of Preliminary Plans, Revised Master Schedule and Authorization for Bid Call

No. 83-0179 — Resolution approving the revised South Terminal Program Master Schedule, the preliminary plans for the Phase II projects of the South Terminal Renovation Program, Contracts 1414, 1415, and 1416, and authorizing the Director to call for bids when ready.

The following item was adopted by a four to one vote with Commissioner Bernstein casting the dissenting vote.

3. Resolutions Approving Contract Modifications To:

No. 83-0180	1. Contract 1220, Terminal Connectors - $121,622
No. 83-0181	2. Contract 1200B(3), Boarding Area D - $112,564
No. 83-0182	3. Contract 1200B(4), Central Terminal Remodeling - $448,167

Final construction modifications to Contracts 1220, 1200B(3), and 1200B(4) (exclude Control Tower portion) to complete construction of Central Terminal Complex (lower five floors).

Modifications to include three categories of work:

a. Work requested by airlines, Art Commission.
b. Work required to correct unforseen conditions in existing building and site.
c. Additions and revisions attributable to deficiencies in the plans and specifications.

Commissioner Bernstein expressed his concern over the costs of the modifications.

Mr. Yuen explained, as an example, that 95 percent of the existing wiring and conduits had to be replaced.

Mr. Yuen explained, for example, that the original intent was to use the existing wiring conduits but it was found that 95 percent of the electrical system was rusted or contained water and had to be replaced.

Mr. Yuen further explained that the original drawings of the Central Terminal were used and were later found to be inaccurate.

Commissioner Kadish noted on Attachment A that on the $71 million job there are only about three-tenths of one percent in contract deficiencies, and they are still negotiable. She assumed that figure will be brought down even lower in the attorney's negotiations.

Commissioner Kadish asked for a report on the status of maps of underground systems and how they will reduce the impact on future contracts. She also asked to see these maps.

The following items were unanimously adopted.

4. Resolution Approving Lease Specifications and Authorizing Director to Bid a Toy Shop Concession

No. 83-0183	Resolution approving lease specifications and authorizing Director to invite bids for the operation of a North Terminal Toy Shop.

Commissioner Goosby asked Mr. Conrad if he had discussed the bid specifications with prospective bidders before they were developed.

Mr. Conrad responded that the Hasbro Toy Company approached staff regarding a toy shop and the specifications were discussed with them.

Commissioner Goosby asked if Mr. Conrad had discussed them with small toy companies.

Mr. Conrad responded that he had not.

Mr. Conrad told the Commission that the toy shop will be located next to the game room.

Commissioner Kadish questioned the item in the bid specifications which reads: "the concession shall be staffed at all times by the number of employees required to reasonably serve the public." She was curious as to who decides the number of employees.

Mr. Conrad agreed that it was an ambiguous statement and that staff was attempting to ensure that a sufficient number of clerks would be on duty to serve the customers.

Commissioner Kadish said that should be tied down.

Commissioner Goosby said he hoped this would be accomplished without making the concessionaire spend money needlessly.

Commissioner Bernstein asked Mr. Conrad how he arrived at the 20 percent mentioned in the specifications.

Mr. Conrad, responding that there were not many toy shop operations at airports, said the 20 percent was arrived at by surveying other gift shop operations and looking at the mark-up of merchandize at this airport. He said the toy mark-up is double the wholesale price.

Mr. Conrad said the other consideration was what the other tenants are paying. Over the past couple of years staff has tried to match, percentage wise, new rentals to existing rentals of other concessionaires in the Airport.

Mr. Conrad said he would make the revision suggested by Commissioner Kadish.

5. Approval of Relocation of Northwest Airlines from South Terminal to Central Terminal.

No. 83-0184	Resolution authorizing the Director to execute a letter of understanding between the City and Northwest Airlines providing for the relocation of Northwest from the South Terminal to the Central Terminal, with options in the City to relocate some or all of Northwest's traffic back to the South Terminal in the event of overcrowding in the Central Terminal due to substantially increased international traffic.

6. Award of Lease of Plot 9A and Cargo Building 6 to Northwest Airlines.

No. 830-0185	Resolution awarding a lease of approximately 7.57 acres of improved land at San Francisco International

Airport commonly known as Plot 9A and Cargo Building 6, for a period of 20 years commencing August 15, 1983, for an intial rental of $747,468 per year.

8. Modification No. 4 to Professional Services Agreement with Crothall Systems West.

No. 83-0187

To provide a one-time cost to inventory and to enter equipment in Preventative Maintenance System for the following: Central Terminal, Connectors and Boarding Area "D" and other newly constructed Airport Structures.

Total Cost $81,500.00

Commissioner Bernstein asked how staff arrived at the $81,500 amount.

Mr. Bouey responded that it was arrived at by taking the amount of money that would have to be spent on developing each of the five phases of the program. The predetermining factor is the amount of equipment that has to be surveyed and the amount of preventive maintenance that has to be scheduled for each one of those pieces of equipment. Crothall has taken some walk-throughs in an effort to estimate the number of pieces of equipment that must be inventoried.

Commissioner Bernstein asked if staff members were being trained to eventually take over this task.

Mr. Bouey responded that the Commission was under the opinion that by February, 1983, staff would be able to take over the entire operation but the reality of the situation is that staff will not be able to. However, about six or seven weeks ago he began talks with Crothall to lease their software and to determine if it was compatible with the BS90 the Airport was getting. He said it is possible for someone to be trained to run the entire operation with the exception of the actual structuring of the work that needs to be done.

Mr. Bouey told the Commission that it would be uneconomical to have a person at the Airport that is an expert on every piece of equipment. He explained that there were two ways of handling this. First, when new equipment is turned over to the Airport it would come with a preventive maintenance program that would be programmed into the computer. If this does not prove feasible, this one aspect can be continued with Crothall.

Mr. Bouey told the Commission that staff will come up with another way to deliver what the Commission thought they were getting and that it will be done at the lowest cost possible.

Commissioner Goosby recommended that the motion include instructions for the development of competence in handling the work orders.

Mr. Bouey said that he would like to come back before the Commission in six months and present alternatives, their costs and a recommendation. He explained that since the contract expires in February, 1985, a decision on how the program will be run must be made very soon. If it turns out that staff will program it, then the expertise must be bought on a one-time basis and someone will be trained to do it. However, the Commission should decide if there are alternate ways of handling it.

Mr. Bouey told the Commission that Crothall has trained staff to administer the program as it is presented to the Airport. This includes how to run cost history on equipment, to whom and how the work will be portioned out, and how to feed a schedule back into the system when it can't be met. They have not trained staff to run the computer or software.

Commissioner Fleishell commented that when he voted for this he thought the existing equipment would be inventoried and that a system would be set up to deal with future acquired equipment. He thought the equipment was being purchased and staff was being trained but all that has happened is that we have switched from no maintenance to being constantly in the clutches of a company that is telling staff how to do their job. He felt that this is not a complicated procedure and that staff can handle it.

Mr. Bouey agreed with Commissioner Fleishell and said that he is trying to move away from the company. The program is not overly complicated or beyond staff's capability and he feels it can be done by February, 1985.

9. Passenger Information System - Authorization to Issue Request for Proposals.

Resolution approving issuance for Request for Proposals to design, fabricate and install an information directory system for the Terminal Building Complex.

Mr. Turpen told the Commission that staff was prepared to recommend, as a concept, a stationary "You Are Here" system. He said it is important to have some sort of "You Are Here" system on the upper level to direct passengers to airlines and concessions. There is a recommendation for approximately 50 free-standing kiosks to be located throughout the terminal facility.

Commissioner Goosby asked why requests for proposals were solicited instead of putting it out to bid.

Mr. Turpen responded that requests for proposals would give the Commission more latitude in terms of the esthetics and information input.

Commissioner Goosby commented that except for the design it is fairly cut and dry. He felt that the design could be handled through a request for proposals but the construction could be bid.

Commissioner Kadish said Commissioner Goosby's point was a valid one. She felt the design consultants should have a part in working up the design specifications. She also felt that the number of kiosks was arbitrarily chosen and this concerned her. She asked for an explanation as to how that number was chosen and where they would be placed and further recommended a map of kiosk locations be submitted. Commissioner Kadish also suggested that staff first explore how many kiosks were needed then obtain costs from those submitting proposals.

Commissioner Fleishell felt the design should come first.

Commissioner Kadish said staff should submit information to the Commission before proposals are requested.

Commissioner Coblentz asked if it was still the Commission's desire to continue the no advertising policy on the kiosks.

Mr. Turpen said that since it was existing Commission policy staff would adhere to it, absent any objection from the Commission.

Commissioner Kadish asked that the no advertising policy be upheld.

Commissioner Goosby asked for a copy of the policy.

Mr. Turpen reminded the Commission that in 1979 they approved a standard kiosk.

The following items were unanimously adopted.

10. Declaration of Emergency and Authorizing Emergency Repairs.

No. 83-0188	A Declaration of Emergency and authorization of emergency repairs to repair damaged electrical lines which provide permanent electrical power to the South Connector. Repairs to be done at cost not-to-exceed $40,000.

11. Rental Credit to Mercury International - Traveler's Aid Society Kiosks

No. 83-0189	Resolution authorizing rental credit to Mercury International in an amount not-to-exceed $18,000 to construct Traveler's Aid Society Kiosks.

* * *

G. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following items were unanimously adopted:

12. Bid Call - Airport Contract No. 1336
Emergency Airfield Pavement Repairs, 1983-84

No. 83-0190	Resolution approving and authorizing the Director of Airports to call for Bids for Airport Contract No. 1336, Emergency Airfield Pavement Repairs, 1983-84. The work involves performing urgent repairs of deteriorated Airfield pavements which were over and beyond the capability of our maintenance forces. The emergency repairs are on an as-needed basis at anytime including week-ends and holidays. Contract time is 365 calendar days.

13. Recision of Resolution Nos. 82-0346 thrugh 82-0354, Providing for Modification of Lease and Use Agreements for Central Terminal

No. 83-0191 — Resolution rescinding authorization to make certain modifications to Lease and Use Agreements of Pan Am, Northwest, China Airlines, CP Air, Lufthansa, Japan Airlines, Philippine Airlines, Qantas and Singapore Airlines.

14. Participation in Senior Executive Program at Harvard University.

No. 83-0192 — Authorization is requested for Dennis P. Bouey to attend the National Program for Senior Executives at Harvard University during the period July 8, through July 30, 1983.

15. Professional Services Agreement
Hales Testing Laboratories

No. 83-0193 — Preliminary investigation, roofing deterioration - North Terminal Building.

Contract time, not to exceed 120 days after certification by Controller.

Cost $3,200.00

Commissioner Coblentz asked if there was a guarantee.

Mr. Turpen responded that this started about a year ago with the cracking of the elastomeric membrane. He said there are several theories as to what caused this, including inadequate architectural design and inadequate construction. Nothing has been proven up to this point so a professional look at the roof is needed to come up with a final determination. He said the leaks have been stopped but it is a continuing problem.

Commissioner Coblentz said the statute of limitations should be kept in mind.

Commissioner Kadish said that when a consultant is chosen the Commission should know what the bids were and be informed as to the qualifications by which the consultant was selected.

16. Approval of Right-of-Way Agreement for San Francisco Foreign Flag Carriers Corporation in the Central Terminal.

No. 83-0194 — Resolution approving and authorizing the Director to execute a Right-of-Way Agreement between the City and San Francisco Foreign Flag Carriers Corporation, governing said Corporation's occupancy and use of certain Central Terminal premises.

Consent (Continued)

17. Travel Authorization for one Airports Commission Representative to Attend the AOCI (Airport Operators Council International) International Airports Conference in Vienna, Austria.

No. 83-0195	Requests authorization for one Airports Commission representative to attend the AOCI (Airport Operators Council International) International Airports Conference in Vienna, Austria, from August 22 through August 26 at a cost estimated not to exceed $1,929.

* * *

H. COMMUNICATIONS:

There were no items discussed by Commissioners.

* * *

I. TRAILING CALENDAR:

There was no discussion of items on the trailing calendar.

* * *

J. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission the meeting was adjourned at 3:27 p.m. to go into closed session.

Jean Caramatti
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION

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MINUTES

TUESDAY, JULY 19, 1983

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

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Minutes
of the
Airports Commission

July 19, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:08 p.m. in Room 282, City Hall, San Francisco, CA

* * *

B. ROLL CALL:

Present: Commissioners Morris Bernstein, William K. Coblentz, Z. L. Goosby, J. Edward Fleishell.

Commissioner Ruth S. Kadish arrived at 2:40 p.m.

* * *

C. DIRECTOR'S REPORTS:

1. Progress Report on the I-380 Highway Construction Program

Mr. Lou Turpen, Airport Director, explained that this report was merely a review of the plan to restructure the Airport interchange. He said this was a four-phase project: the interchange itself, the North and Southbound connections to 280 and 380, and, the portion of the highway interchange into the United maintenance base.

Construction of the first phase is scheduled to begin in the Spring of 1984 and is anticipated to take two-years. The entire interchange project should be completed by the end of 1986. This project is under the auspices of CalTrans.

2. SFIA Limousine Booth Use

Report on proposed use of limousine booths for ground transportation sales and customer representation at SFIA.

Mr. Turpen explained that this report is in response to a letter byMr. Orloff requesting that existing Airport limousine operators act as agents for all ground transportation. The report outlines why this is not the most prudent alternative. It is staff's suggestion that the concept of manned booths, especially by existing operators acting as agents, be tabled and that the bus service display cases and the new computerized display be pursued.

Commissioner Goosby felt the limousine service should be bid.

* * *

D. ITEMS INITIATED BY COMMISSIONERS:

There were no items initiated by commissioners.

* * *

E. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS:

The following item was unanimously adopted.

3. Resolution Modifying the Subvention Paid to SFIA Medical Group

No. 83-0196 — Resolution modifying the subvention paid to the SFIA Medical Group for the 24-hour operation of the Airport Medical Clinic.

The following was put over to the next meeting:

4. Contract No. 1013 - Computerized Parking Control System: Modification of Cerand Contract

Resolution authorizing Cerand & Company to perform additional Phase II and Phase III work on rebid of Contract 1013. Previously certified funds from original Cerand contract to be specifically allocated to this portion of work. No additional cost to the City.

Mr. Turpen said this concerns the rejection of bids for Contract 1013. It authorizes an additional $15,000 for phases two and three. The item is before the Commission for discussion and is presented without a recommendation.

Commissioner Bernstein asked Mr. Cerand if he wished to address the Commission and he responded that he did not, but was available to answer any questions.

Commissioner Fleishell said he intended to vote no on this item; that he was against hiring a consultant to do what he felt staff was qualified to do. The consultant was hired to put together a technical specification and a bid document that would achieve a viable bid. The bid document was so ambiquous as to warrant the City Attorney's recommendation to reject all bids or risk litigation. He

said it was the consultant's responsibility to make certain that the language added by staff did not complicate the bid. This additional expense is the responsibility of the consultant.

Commissioner Goosby commented that it was his understanding that the technical specifications were not the problem but rather it was the ambiquity of the language. He asked if the revisions could be handled by staff.

Mr. Sheldon Fein, Landside Operations, replied that there were several items that staff has discussed with the City Attorney. Staff is also working with Mr. Cerand on the technical specs. The problem is that bidders are required to resubmit technical shop drawings and staff does not have the technical expertise to review them.

Commissioner Bernstein agreed with Commissioner Fleishell and said that he, too, would vote no.

Mr. Turpen recommended putting the item over in view of the Commission's comments and his own concerns.

Commissioner Fleishell, commenting on the substantive bid, said that when equipment is purchased efforts should be made to avoid being locked into maintenance contracts; that schematics of electronics should be obtained and there should be legal assurance of the continuity of the manufacture of replacement parts.

The following item was unanimously adopted.

5. Design Review Approval of Host's North Terminal Ice Cream/Cookie Parlor Refurbishment

No. 83-0197 — Resolution approving the design of the refurbishment of the North Terminal Ice Cream/Cookie Parlor as approved by the Design Review Committee.

Mr. Turpen commented that he conveyed the Commission's concerns to Host and asked that a representative from Host be present. (There was no representation from Host.)

Mr. Jason Yuen, Administrator, Bureau of Planning and Construction, showed schematics to the Commission and offered a brief explanation.

Commissioner Coblentz asked what the time frame was and if approval was subject to the amendments.

Mr. Skip Conrad, Airport Property Management, responded that Host said it would take 90 days.

The following item was put over to the closed session:

6. Local Share Support for the South San Francisco Noise Insulation Project ($222,100)

Resolution providing for $222,100 Capital Fund expenditure to provide the 20 percent local share support to the South San Francisco Noise Insulation Project in exchange for noise easements from property owners of insulated buildings

The following item was unanimously adopted.

7. Award of Airport Contract No. 842
Power and Communication Service to Drainage Pump Stations 28L and 28R

No. 83-0198 — Resolution awarding contract No. 842, Power and Communication Service to Drainage pump Stations 28L and 28R to Rosendin Electric Co., Inc. of San Jose, California 95133 in the amount of $385,973.00.

The following item was put over:

8. Award of Professional Services Contract for Engineering Services for Contract 1275A, Relocation of Utilities, Lower Level Roadway, to Jordan/Avent & Associates.

This project is the first of two projects to relocate utilities in the lower level loop road of the terminal complex from the existing subgrade to a new pile supported structure.

The following item was unanimously adopted:

9. Approval of "Tenant Improvement Guide Supplement No. 1"

No. 83-0199 — Resolution approving and adopting the "Tenant Improvement Guide Supplement No. 1". The supplement will update the "Guide" to reflect needed guidelines over HVAC distribution and PCB hazards.

* * *

F. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following items were unanimously adopted:

10. Tenant Improvement: United Airlines Maintenance and Operations Center - Modify Plating Shop - Building 84
R-2772 - $50,000
No rental credit.

No. 83-0200 — Resolution approving plans and specifications and authorizing construction.

11. Tenant Improvement: American Airlines - Plot 40 - Repair of 30-Inch Fire/Water Line at Superbay Hangar
T-2760 - $78,000

No. 83-0201 — Resolution approving the preliminary plan by American Airlines for repairing a 30-inch fire/water line.

Consent (Continued)

12. Modification No. 3 and Extension of Professional Services

No. 83-0202 — Iver C. Larson and Associates Professional Safety Consultants Cost: $16,000

13. Professional Services Agreement
$25,000
McIntosh Laboratories

No. 83-0203 — Resolution approving McIntosh Laboratories to provide professional services for waste water testing and analysis.

* * *

G. COMMUNICATIONS:

There was no discussion by the Commission.

* * *

H. TRAILING CALENDAR:

There was no discussion of items on the trailing calendar.

* * *

J. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission the meeting was adjourned at 2:28 p.m. to go into closed session.

Jean Caramatti
Commission Secretary

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MINUTES

TUESDAY, AUGUST 2, 1983

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

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August 2, 1983

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Minutes
of the
Airports Commission

August 2, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:05 p.m. in Room 282, City Hall, San Francisco, CA

* * *

B. ROLL CALL:

Present:	Commissioners Morris Bernstein, Ruth S. Kadish, Z. L. Goosby
Absent:	Commissioners William K. Coblentz, J. Edward Fleishell

* * *

C. ADOPTION OF MINUTES:

The minutes of the regular meeting of May 17, 1983 were adopted by order of the Commission President.

No. 83-0205

* * *

D. ANNOUNCEMENT BY SECRETARY: In accordance with the Brown Act, Section 54957.1, Jean Caramatti, Commission Secretary, announced the unanimous adoption of Resolution 83-0104 authorizing the settlement of a claim by Robert W. Irwin for $17,072.09 at the closed session of July 19, 1983.

* * *

E. DIRECTOR'S REPORTS:

1. Valet Parking - April to June 1983

Report covering the three-month period from April to June 1983 on valet parking service as requested by the Commission.

Mr. Turpen, Airport Director, said that this was the quarterly report on valet parking. He told the Commission that it continues to make money, with an average monthly profit of approximately $1,600.

Mr. Turpen said the next report will be given at the first meeting in November. He asked the Commission if they wanted to continue with these quarterly reports or if they would like to be informed only if it falls below the profit level.

Commissioner Kadish recommended keeping the quarterly reports with an indication as to how valet parking is going.

2. Policy on Subleasing by Airlines

Report on policy and practices of subleasing by airlines at Airport.

Mr. Turpen said this reflects Commission policy adopted January 1980, by resolution No. 80-0003. The Commission policy guidelines call for staff to analyze subleases and bring them before the Commission at cost plus a reasonable administrative charge added by the airlines. He said this is consistent with what has gone on in the past and he felt that it reflects what the Commission had in mind when the policy was adopted in 1980.

Commissioner Kadish said there is an additional policy which specifically states that administrative charges may not be more than 10 percent rather than the 15 percent indicated in staff's memo.

Commissioner Kadish asked who set the industry standard in the statement "common industry practice includes certain administrative costs..." She asked for more information on this and commented that inasmuch as it refers to the airlines, chances are that the airlines set the industry standard.

Commissioner Kadish requested that all subleases be forwarded to the Commission prior to staff acting on them.

Commissioner Goosby suggested that copies of policies be provided for the Commission when they are referred to in correspondence.

Mr. Turpen responded that all subleases are forwarded to the Commission for approval but that no sublease is calendared until it meets the 15 percent criteria.

Mr. Turpen also remarked that he recalls the criteria to be 10 percent and will ask staff to do further research on this. He told the Commission that copies of the original policy will be provided at the next meeting.

* * *

Francisco International Airport" assigned to Greyhound Rent-A-Car by Airports Commission Resolution No. 82-0086 dated April 6, 1983.

Mr. Turpen told the Commission that Greyhound Rent-A-Car has not been operating under the rules and regulations of the Airport. The company has failed to respond to staff's written and verbal attempts to alter this situation.

Mr. Turpen said there were a significant number of ground transportation operators who daily abide by the Airport's rules and regulations. It is unfair to those operators to allow a company to unilaterally exercise independent rights. Mr. Turpen asked that Greyhound's operating agreement be terminated.

Mr. Michael Valencia, representative for Greyhound Rent-A-Car, said Greyhound will not contest the adoption of the resolution but asked that they be granted 30 days in which to remove fixtures and equipment from the facility.

Commissioner Bernstein said that this would mean forfeiture of $30,000.

Mr. Valencia responded that he was aware of that. He said Greyhound received the notice of this hearing on Friday and that it did not leave him much time to prepare.

Mr. Don Garibaldi, Airport General Counsel, said the resolution calls for termination of the agreement as of midnight tomorrow night and Greyhound has requested a 30-day extension.

Commissioner Bernstein said that would not be a problem.

Commissioner Kadish commented that Mr. Valencia said Greyhound was not informed until Friday yet the letter was dated July 20.

Mr. Valencia responded that the July 20 letter did not make reference to the action that would be taken today.

Commissioner Goosby said they were given written notification on May 11 that they were in violation of the agreement. Prior to that date, the manager was given verbal notification of the violation.

Mr. Turpen said that Greyhound will cease operation, in accordance with the Commission resolution, at 11:59 p.m. on August 3 and that a further resolve will be added to the resolution giving Greyhound 30 days to remove their fixtures, in conformance with the Airport Tenant Guide.

The folowing item was unanimously adopted:

6. Award of Contract No. 1355-A
Re-Roofing of South Terminal - Phase II

No. 83-0209 — Resolution awarding contract No. 1355-A, Re-Roofing of South Terminal - Phase II to Western Roofing Service in the total amount of $306,442.00.

Four bids as listed below were received on July 12, 1983:

Contractor	Amount Bid
Western Roofing Service	$306,442
The Bryant Organization	$308,913
Alta Roofing Co.	$345,287
California Roofing Co., Inc.	$420,000

Construction time is 40 calendar days.

Commissioner Kadish asked what the relationship this roofing had to the new South Terminal work.

Mr. Dennis Bouey, Deputy Director, Facilities, Operations and Maintenance, responded that this was a continuation of a contract that arose out of the Five-Year Plan. The purpose is to review the structural integrity of the roof on the South Terminal. The first part was to re-roof the main portion of the South Terminal; the second part was to infrared the roof to find out what other areas were damaged. We are now going back to fix those areas.

Commissioner Kadish asked if the South Terminal will have to be re-roofed a second time when the remodeling takes place.

Mr. Yuen responded that there will be some work on the roof, however, we are two rainy seasons away from that and the leaks should be repaired now.

Mr. Bouey emphasized that this would not replace the entire roof. Those leaks that were found through infrared will be repaired as well as other areas known to be deficient. In some instances entire sections of the roof will have to be pulled up; other areas will merely require a coating. There have also been leaks where the piers lead into the boarding areas and it must be determined whether the leaks are coming from the roof or in through the walls. If the leaks are coming through the walls then they will be repaired.

Mr. Bouey said they were trying to avoid a repetition of the situation TWA had with the entire roof structure blowing away.

Mr. Turpen said the Airport took over responsibility for all of the South Terminal when the Lease and Use Agreement was signed. Many of the areas, especially the TWA and Western areas, had previously been tenant responsibilities. There had been tenant expansion in those areas and the roofing materials were not of the highest quality so those sections had to be replaced.

Commissioner Kadish suggested that since the Commission is not unanimous on this issue the resolution be adopted, pending the agreement of the Commission's architectural consultant that this work is required.

Commissioner Goosby suggested that the cheapest temporary repair feasible be looked at, with the major re-roofing to come with the renovation of the South Terminal.

* * *

G. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following items were unanimously adopted:

7. Computerized Ground Transporation Information System - Authorization of Interagency Agreement with CalTrans; Review of Consultant Contract

No. 83-0210

Request Commission authorization to enter into an Interagency Agreement with the California Department of Transportation for the above referenced demonstration project. Transmits Consultant Contract for same for Commissioners' review.

8. Bid Call - Airport Contract No. 1460
Relocation of Lights at End of Runway 19L

No. 83-0211

Resolution approving the final plans and specifications and authorizing the Director of Airports to call for bids for Airport Contract No. 1460, Relocation of Lights at End of Runway 19L.

The purpose of this contract is to install runway lights as recommended by FAA.

Construction time is 90 calendar days.

9. Bid Call: Airport Contracts:
Emergency Roofing Repairs - No. 1494
Re-Roofing of Engineering Building - No. 1535
Lower Roof Replacement of Maintenance Building - No. 1536

No. 83-0212

Resolution approving the scope, budget and schedule for Contracts No. 1494, 1535 and 1536 and authorizing the Director of Airports to call for bids when ready.

10. Award of Airport Contract No. 1336
Emergency Airfield Pavement Repairs, 1983-84

No. 83-0213

Resolution awarding Contract No. I336, Emergency Airfield pavement Repairs, 1983-84, to the Lowrie Paving Company, Inc., P. O. Box 2465, South San Francisco, CA 94080, in the amount of $76,240.00.

Two bids were received on July 19, 1983:

Contractor	Amount
The Lowrie Paving Co., Inc.	$76,240
O'Grady Paving, Inc.	$94,960

Construction time is 365 calendar days.

11. Tenant Improvement: Northwest Orient Airlines Cargo Office - Addition to Cargo Building Plot 9A
T-2777 - $80,000
No rental credit.

No. 83-0214 — Resolution approving plans and specifications and authorizing construction.

12. Tenant Improvement: UAL Maintenance and Operations Center - Aircraft Ramp and Pavement Overlay
T-2776 - $100,000
No rental credit.

No. 83-0215 — Resolution approving plans and specifications and authorizing construction.

The following item was put over.

13. Travel Request

Resolution authorizing one staff member to attend AOCI 36th Annual Conference meeting October 16-21, 1983 in Vancouver, Canada.

Commissioner Bernstein said the Commission never receives any reports on travel and that the administration is opposed to staff attending most of these conferences. He asked who was going and what the conference was about.

Mr. Turpen said either he or one of the Deputies would attend and explained that this is the annual AOCI conference of all airport managers that to his knowledge, any senior staff member attending a conference has filed a report with the Commission.

Mr. Turpen said this was an opportunity to meet, exchange ideas and establish a rapport with other airport operators.

Commissioner Kadish agreed with Mr. Turpen and said she felt it was important that the Airport participate. She reminded Commissioner Bernstein that he had told her that staff should be in contact with other airports to obtain information. She felt that attending these conferences offers staff the opportunity to meet other airport operators and establish the rapport that will enable them to call and receive information more quickly.

Commissioner Goosby agreed with Commissioner Kadish.

* * *

H. COMMUNICATIONS:

The following items were introduced by Commissioner Bernstein and unanimously adopted.

Resolution commending Henry Hopkins for his participation on the Airport-Art Joint Committee.

No. 83-0216

Resolution commending Spaulding Taylor for his participation on the Airport-Art Joint Committee.

No. 83-0217

* * *

I. TRAILING CALENDAR:

There was no discussion of items on the trailing calendar.

* * *

J. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission, the meeting was adjourned at 2:45 p.m. to go into closed session.

Jean Caramatti
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION

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MINUTES

TUESDAY, SEPTEMBER 6, 1983

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

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of the
Commission Meeting Minutes

September 6, 1983

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Minutes
of the
Airports Commission

September 6, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:04 p.m. in Room 282, City Hall, San Francisco, CA

* * *

B. ROLL CALL:

Present: Commissioners Morris Bernstein, William K. Coblentz, Ruth S. Kadish, Z. L. Goosby, J. Edward Fleishell.

Commissioner Coblentz left the meeting at 2:15 p.m. and returned at 2:54 p.m.

* * *

C. ANNOUNCEMENT BY SECRETARY

In accordance with the Brown Act, Section 54957.1, Jean Caramatti, Commission Secretary, announced the unanimous adoption of resolution 83-0248 authorizing settlement of litigated claim to Robert E. McKee, Inc., at the closed session of August 24, 1983.

* * *

D. ADOPTION OF MINUTES:

By order of the Commission President the minutes of the regular meeting of August 2, 1983 were adopted.

No. 83-0249

* * *

E. SPECIAL ITEM:

1. Election of Officers

No. 83-0258

Commissioner Bernstein was unanimously elected President with a nomination and second by Commissioners Fleishell and Coblentz, respectively.

Commissioner Coblentz was unanimously elected Vice President with a nomination and second by Commissioners Fleishell and Kadish, respectively.

* * *

F. DIRECTOR'S REPORTS:

The following item was put over to the September 20 meeting.

2. Disability Benefits for Airport Police Officers

Report regarding the concept of disability pay benefits for Airport Police Officers.

Commissioner Coblentz asked if this would put Airport police officers on a par with San Francisco police officers.

Mr. Lou Turpen, Airport Director, said it would, however, there are some significant differences between the two plans. He said there is a seven-day lead time before benefits begin. Mr. Turpen explained that the exception to this would be if a police officer is injured while on duty and goes directly into a hospital. In that event, the Retirement Board would authorize benefits from the first day. Additionally, there would be several levels of review, beginning with the department and ending with the Retirement System, before any benefits could be paid.

Mr. Turpen said that benefits would not go on for more than a year and the program itself was designed for a one-year trial basis to determine the impact. No money has been budgeted, feeling that incidental absenteeism from non-assault disability injuries can be absorbed by the existing police officer force.

Commissioner Goosby asked about this type of coverage for other City employees.

Mr. Turpen responded that they are covered by workmen's compensation.

Commissioner Fleishell said that state law requires meet and confer sessions and that normally this would be part of the negotiations of such a session. He felt this should be part of the negotiating package if there is to be a memorandum of understanding with the Police Department.

Mr. Turpen said that the Airport police recently elected to be self-represented and severed their relationship with Local 400. They have since been involved in initial meet and confer sessions with members of the Airport staff to generate a memorandum of understanding to present to the Commission.

Commissioner Goosby asked if the Police Department wanted to independently negotiate with the Airport and then have the Airport present the package to the City.

Ms. JoAnn Auerbach, Airport Personnel Director, said that there are two types of negotiations in the City. One is with the Board of Supervisors, the other is with the Department. The Board has Charter authority to negotiate certain items and, in turn, gives the Department the authority to negotiate items dealing with working conditions, such as, hours of employment, definitions of senority, and working conditions regarding work assignments.

Commissioner Goosby said he agreed with Commissioner Fleishell. He said he would like to see the entire package before action is taken. He asked if the Police Department was the only group to request individual negotiations.

Ms. Auerbach responded that they were the only group to request it so far.

Commissioner Kadish said it would be helpful if all the background material, dating back to May, 1982, be included in the package.

Mr. Turpen said that that information would be forthcoming at the next meeting, as well as the status of the negotiations.

The following item was adopted by a 3-1 vote with Commissioner Goosby casting the dissenting vote.

3. Report Concerning the Proposal for Commercial Advertising in the Tunnels Between the Garage and the Terminals.

No. 83-0250 — Resolution rescinding resolution No. 83-0103 dated April 5, 1983.

Mr. Turpen said that at one point some thought was given to tunnel advertising. He understood that at the last meeting the Commission voiced some concerns about this and said it was really a matter of what policy the Commission wishes to effect with respect to tunnel advertising.

Commissioner Kadish asked Mr. Turpen what he meant by "develop it a little further". She said that when the Commission gave its approval last April 5 they asked staff to develop a proposal and intended the development to be in-house. However, staff went beyond the development of a proposal and involved potential advertisers.

Commissioner Goosby disagreed, saying that when the Commission approves something staff should be entitled to go to outside sources. He said the more people they talk to the more enlightened the bid specs will be. He felt the Commission is tying staff's hands in not allowing them to consult with outside sources to gather information and, as a result, the Commission is put at a disadvantage.

Commissioner Kadish proposed that the no-advertising policy adopted in 1978 by resolution number 78-0125 be upheld and that the investigation of advertising at the Airport cease.

Mr. Turpen said that if that was the Commission's wish he recommended rescinding resolution 83-0103, and the policy adopted in 1978 will remain in effect.

Commissioner Goosby said that it was his understanding that advertising in the tunnels could bring in about $250,000 in revenue to the Airport. He asked if the tunnels were in use when the policy was adopted in 1978.

Mr. Turpen responded that the tunnels leading to the Central and South Terminals were operating.

Commissioner Goosby said he understood the Commission's concerns about advertising in the terminals but felt that advertising in the tunnels could be handled tastefully. He wanted to go on record as being against the motion.

Commissioner Fleishell agreed that the area by the elevators is stark looking and that other airports have used those areas to display children's art. He realizes that since there is no security in that area you cannot place anything of value there, but, he said airline posters depicting other areas of the world could be framed and hung in that area.

Commissioner Fleishell felt that all of the time and and money spent to achieve a particular ambience for the Airport would be wasted if advertising were allowed in the tunnels.

Commissioner Kadish agreed with Commissioner Fleishell and felt that the tunnels leading into the Airport are an introduction to what people are going to come to and there should not be too great a contrast. She said that Jason Yuen and his staff greatly improved the appearance of the connector between the Central and South Terminals.

Commissioner Kadish said that resolution 78-0125 is more specific to the North terminal and asked if at the next meeting it should be made broader so that it would pertain to the entire Airport.

A resolution was unanimously adopted calling for a study of alternatives to provide free luggage carts in the Customs arrival area and of a modified "L" design.

4. Luggage Carts - International Arrivals Area

No. 83-0251 — Update on operation of luggage cart rentals by Smarte Carte, Inc., in International Terminal arrivals area.

Mr. Turpen said he has talked with Commissioner Fleishell about the shape of the carts and has heard complaints from passengers about the charge. He reminded the Commission that in June or July of this year Smarte Carte made a presentation at which time the Commission discussed putting carts in the Central Terminal on a pay-as-you-go basis for one year. A progress report was to be given the Commission in October. He said some glaring deficiencies have been pointed out and the Airport has received commitments from Smarte Carte to amend their practices in order to provide the service to the traveling public.

Commissioner Fleishell said he has always opposed carts for hire in the International Terminal. He said that Customs agreed to a pay cart operation on the assurance that there would be someone present to make change, yet, no one is available.

Commissioner Fleishell also felt that the type of carts currently in use are unsuitable for international travel and that customs concurred with this. He said he preferred the "L" shape cart and that he was assured that they would be provided, however, he has since been told that Smarte Carte cannot stack them in their dispensers so they will not be used. Commissioner Fleishell felt that that was the concessionaire's problem and not the Airports. He was also told that unless the concessionaire had the right to have carts in the area they would pull out of the Airport.

Commissioner Fleishell told the Commission that since the three terminals use identical carts, kids are retrieving the carts from the International Terminal and returning them to the North and South Terminals for the 25¢ refund. He suggested that operations personnel be assigned to retrieve the carts.

Commissioner Kadish agreed with Commissioner Fleishell's comments. She said the letter from Smarte Carte stated that there were too few carts and that the memo of recommendations does not indicate the number of carts nor does it mention anything on the design change. Commissioner Kadish also commented on the recommendation that small readable labels be affixed to the cart with the instruction "PULL ME" on it and asked in how many languages it would be written.

Commissioner Kadish questioned the belief that the complaint about the $1.00 fee was due to the fact that passengers do not realize the carts can be taken beyond Customs.

She said that staff indicates that Smarte Carte is willing to go along with items 5, 6, and 7 listed in the memo but there is no information on the first four points or the comments made by Commissioner Fleishell and herself.

Commissioner Kadish felt that the last statement made in the memo which indicated that staff would report back to the Commission in January, 1984, "after half of the one-year trial has elapsed" is an assumption that they go along with the recommendations that have been made. She asked for a progress report in one month to see what changes have been affected and asked that there be supervision and monitoring. She also objected to the term "undercover agent" used relative to the investigation and monitoring and asked that it be omitted.

Commissioner Goosby said that staff would profit if the Commission made a decision as to whether or not the carts were to be free.

Commissioner Kadish said she would prefer that they were free.

Commissioner Fleishell agreed with Commissioner Goosby and said he saw no reason to wait until January. He said that at the last meeting Mr. Yuen promised to ascertain prices of carts. He felt that it might be better to give a clear direction to staff that the carts are to be the "L" shape design, they are to be free and that the change is to be affected at the earliest possible moment, compatible with good operating practices at the Airport.

Mr. Turpen asked if the Commission wanted the carts retained in the Customs area.

Commissioner Fleishell responded that in most airports carts can be taken no further than the curb and that this would involve personnel to retrieve the carts and to supervise and the operation.

Commissioner Kadish felt this is an operational problem that staff can solve.

Commissioner Goosby suggested installing polls at the curb so that carts cannot be taken beyond the curb.

Mr. Turpen said there were a number of operational problems with going to another type of cart but they were not insurmountable.

He said staff would put togher a package providing for free carts, a modified design and indicating where the carts can be taken, as well as the dollar and legal implications.

Commissioner Kadish said that this does not mean that Smarte Carte does not have to effect their changes.

Mr. Turpen said he would like to get back to the Commission at the October 4 meeting with a report on the existing system and a detailed review based on the outline given today.

* * *

G. ITEMS INITIATED BY COMMISSIONERS:

Commissioner Kadish asked that the policy on subleasing which indicates that subleasing can be no more than 10 percent above the airlines cost, be re-enunciated. She also asked that the search for the policy cease.

Commissioner Kadish said a report on the re-roofing of the South Terminal was never given to the Commission. She said staff was supposed to send it to Howard Friedman and she supposed it was still with him.

Mr. Yuen said that after a review of the scope of the work it was decided that Pier A would be re-roofed but not Boarding Area B. Boarding Area B will be substantially modified and covered in the architects contracts.

Mr. Bouey said that the resolution had been adopted with the amendment that staff was to proceed on the recommendation of Mr. Friedman and that it was not intended for staff to report back to the Commission on this item.

Mr. Bouey also told the Commission that when the roofing design was transferred to Engineering from the Bureau of Planning and Construction it did not provide for the walls to be rebuilt. He said that the Commission was correct in its judgment and would probably save the Airport money in the long run.

Commissioner Kadish said that about a month ago Commissioner Goosby asked for information about the space vacated by the Medical Clinic but the Commission has not yet received a report from staff.

Ms. Angela Gittens, Deputy Director for Business and Finance, replied that staff was re-evaluating that area. She said that although Host was not interested in that area for the use the Airport wished, there is a possibility that Host may take part of the space and the reminder would be used for another concept.

Commissioner Kadish commented that if Host gives up its right to a particular area the Airport should capitalize on it in order to spread the investment opportunities in the broader spectrum in the community.

Mr. Turpen commented that staff is looking for alternatives designed to achieve maximum utilization of the space. He said staff would expand on these alternatives at the next meeting so that the Commission can make a decision.

Commissioner Fleishell said AB 537 is on the Governor's desk and recommended a letter be sent from the Commission urging him to sign the legislation.

Commission Kadish seconded Commissioner Fleishell's recommendation.

Commissioner Goosby thanked Commissioner Fleishell for his efforts and said that letters should be sent to those individuals who have given their assistance.

* * *

H. AGENDA ITEMS INVOLVING MAJOR POLICIES OR OPERATIONAL DECISIONS:

The following item was put over to the October 4 meeting.

5. San Francisco International Airport Vending Machine Policy - Terminal Building Complex.

Resolution establishing a vending machine policy for Terminal Building Complex.

Mr. Turpen said this item was discussed at length at the last meeting and asked for the Commission's approval.

Commissioner Kadish said she could approve it in principle but not in detail. She felt that some of the qualifications were too broad and a number of the statements were unclear. She cited use of the phrase "as much as is possible" and comments such as "should be located only in areas in which there is a demonstrated need for the product", not indicating how or to whom it has been demonstrated, and "certain things should be limited", not indicating to what number or how that determination should be made. She also commented that there is no requirement for Design Review Committee approval. Commissioner Kadish said the word "cigarette" should replace the word "candy". She also noted that the Commission-required statement indicating that stamp vending machines sell stamps at face value was missing.

Commissioner Goosby felt that the resolution should be refined before a vote is taken.

* * *

I. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following items were unanimously adopted.

6. Completion of Professional Services Agreement - $25,000.00 Stoner/McIntosh Laboratories

No. 83-0252 — Resolution accepting the work as satisfactorily completed and approving final payment in the amount of $7,374.20.

7. Lease to United States of America/National Weather Service

No. 83-0253 — Resolution approving lease No. 83-ABF-00029 to United States of America for National Weather Service to occupy space in the International Terminal Bulding together with roof and/or ground installation for information gathering equipment.

8. Tenant Improvement - UAL Maintenance and Operations Center Building 15 Sanding Room Ventilation Improvements T-2789 - $64,000

No. 83-0254 — Resolution approving the plans and specifications and authorizing construction.

No rental credit.

9. Arizona State University - Aircraft Crash and Mass Casualty Management Seminar, September 26-30, 1983

No. 83-0255 — Consideration for Ted Bauer, Operations Coordinator, and Wayne Davis, Assistant Airfield Superintendent-Operations, to attend the Arizona State University Aircraft Crash and Mass Casualty Management Seminar in Tempe, Arizona, September 26-30, 1983.

Total costs are estimated at $1300 each.

* * *

J. COMMUNICATION:

There were no items discussed by the Commission.

* * *

K. TRAILING CALENDAR:

There was no discussion of items on the Trailing Calendar.

* * *

M. ADJOURNMENT TO GO TO CLOSED SESSION:

There being no further calendared business before the Commission the meeting was adjourned at 2:53 p.m. to go into closed session.

Jean Caramatti
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION

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MINUTES

Tuesday, September 20, 1983

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President
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Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
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LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

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Minutes
of the
Airports Commission

September 20, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:00 p.m. in Room 282, City Hall, San Francisco, CA

* * *

B. ROLL CALL:

Present:	Commissioners Morris Bernstein, William K. Coblentz, Z. L. Goosby.
Absent:	Commissioners Ruth S. Kadish, J. Edward Fleishell.

* * *

C. ADOPTION OF MINUTES:

By order of the Commission President, the minutes of the Special Meeting of August 24, 1983 were adopted.

No. 83-0259

* * *

D. ANNOUNCEMENT BY SECRETARY: In accordance with the Brown Act, Section 54957.1, Jean Caramatti, Commission Secretary announced the unanimous adoption of Resolution 83-0256 authorizing the Director to hire Daniel A. Joiner & Associates to provide examination services for the Airport's Decentralized Personnel Unit; and, 83-0257 supporting the continuation of the Decentralized Personnel Unit, at the closed session of September 6, 1983.

* * *

E. DIRECTOR'S REPORTS:

1. Status of Meet and Confer Sessions with Airport Police Officers Association.

Report on background and current status of meet and confer sessions with the Airport Police Officers Association to develop a Memorandum of Understanding.

Mr. Lou Turpen, Airport Director, said that in January, 1983, the Board of Supervisors amended the City's Employee Relations ordinance which allowed the Airport Police to be self-representing as opposed to being represented by Local 400. He said that the Miles Milias Brown Act requires that the employer and the bargaining unit meet and confer in good faith and that in addition to meeting with the Airport the bargaining unit also meets with the City's Employee Relations Department.

Mr. Turpen said that in June, 1983, Mr. Alan Davis, attorney representing the Police Officers' Association, provided the Airport with a draft memorandum of understanding. There have been meetings between the Chief of the Airport Police, the Director of Personnel and members of the POA concerning the new bargaining unit and, as was the Commission's desire, the Director of Personnel has been instructed to include the Disability Plan in these discussions.

Mr. Turpen said he would get back to the Commission when he has a draft of the agreement and a written report will be submitted after the next meeting and all subsequent meetings.

Commissioner Goosby said that the Commission should receive a list of all proposals as the POA presents them to staff. In addition, certain broad parameters should be established in closed session by which staff can negotiate and when staff goes beyond those parameters they again must receive approval from the Commission. He said he wanted to see more than just the final negotiated agreement.

Commissioner Bernstein said that he would vote against it if it only comes before him in final form.

Mr. Turpen told the Commission that the first submission by the POA to staff was in June, 1983. He said he would send the Commission the original proposal as well as the Airport's counter proposals and will keep the Commission informed on a continuing basis.

* * *

F. ITEMS INITIATED BY COMMISSIONERS:

There were no items initiated by Commissioners.

* * *

G. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS:

The following items were unanimously adopted.

2. Bond Trustee and Paying Agent

No. 83-0260 — Resolution authorizing a modification in the fee structure for the Bank of America's services as Bond Trustee and Paying Agent, $20,000.

3. Rejection of Bids - Airport Contract No. 1460
Relocation of Lights at End of Runway 19L

No. 83-0261

Resolution rejecting all bids for Airport Contract No. 1460, Relocation of Lights at End of Runway 19L.

Rejection of bids due to non-responsiveness of the low bidder and due to second bid being substantially above approved project budget of $60,000.

Bids received on August 25, 1983:

Contractor	Amount
Twisselman Electric	$74,112.00
Coast Electric Company	$91,802.00

4. Professional Services Contract with San Mateo County - $10,000.00

No. 83-0262

Resolution approving and authorizing professional services agreement between the City and County of San Francisco and San Mateo County wherein the County will be an independent contractor of the City to advise the Commission regarding possible actions to be taken to reduce the impact of aircraft generated noise on the San Mateo County environs.

Mr. Turpen said that in June, 1982 the Commission authorized staff to set aside $10,000 as the Airports contribution to the Airport Community Roundtable. At that time, San Mateo County agreed to provide $10,000 and the member communities agreed to provide $500 each for a total budget of $25,000 to hire staff for the Roundtable. San Mateo County and the member communites have contributed their shares but the $10,000 for the Airport proved to be a problem in terms of how to transfer the money. In June, 1982, the Commission asked the City Attorney to develop a mechanism whereby this money could be transferred to the Roundtable and that mechanism is before the Commission in the terms of an agreement for services with San Mateo County. Mr. Turpen explained that this was a one-time agreement for one year.

Commissioner Goosby said the agreement does not mention the Roundtable.

Mr. Turpen responded that San Mateo County has agreed to provide staff services for the Roundtable and the agreement is with them.

Commissioner Goosby expressed his apprehension about transferring the money to San Mateo County rather than the Roundtable.

Mr. Don Garibaldi, Airport General Counsel, responded that since the Roundtable is not a legal entity this is the only legal way to transfer the money.

The following item was unanimously adopted as amended.

5. Professional Services Agreement - Dieter C. Rapp, Interior Planting Consultant Modification No. 3 - $43,100 (or less)

No. 83-0263

Resolution approving Modification No. 3 to the Professional Services Agreement between the City and Dieter C. Rapp, Interior Planting Consultant, dated June 30, 1980.

Modification No. 3 continues the present agreement until September 30, 1984, at a cost not to exceed $43,100 (or less).

Mr. Turpen responded that the contract in the South Terminal, for example, called for providing and maintaining the plants. Although, at time it was felt that Airport staff could perform plant maintenance, the problem was that the Airport did not have the plants. At one time the contract was around $70,000 but has been reduced in subsequent years as the scope of work has been reduced. The only remaining area is the South Terminal and the contract will be reduced accordingly as remodeling takes place. At the end of the South Terminal project all of the work will revert to Airport staff. Plants will be purchased as part of the construction program and no further outside resource would be used.

Commissioner Coblentz asked if Airport staff was maintaining the plants in the North Terminal and said that there were too many ficus plants and they were toppling over.

Mr. Turpen responded that staff was maintaining those plants and the problem would be looked into.

Commissioner Goosby commented that the outline said $43,000 or less but the resolution said $26,000. He asked what the $43,000 was for.

Mr. Turpen said the resolution said "not to exceed $26,000". The $43,000 referred to last year's amount.

Commissioner Goosby asked that a final resolve be added to the resolution indicating that upon completion of the South Terminal there be only in-house maintenance of plants.

6. Award of Contract No. 1212 - Medical Clinic, International Terminal

No. 83-0264

Resolution awarding Contract 1212, Medical Clinic, International Terminal, to Associated Builders, Inc., 89 Dillon Avenue, Campbell, California 95008, in the total amount of $216,732.

The award amount is comprised of the base bid and all alternates. The budget for the recommended construction is $250,000.

7. Rental Credit - Electrical and Telephone Power to Cable Car Sign

No. 83-0265 — Resolution approving a rental credit to Ackerley Airport Advertising for the reconstruction of electrical and telephone power for the Cable Car Message Unit at a cost not to exceed $20,000.00.

* * *

H. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

8. Tenant Improvement: U.S. Postal Service Modifications to Airport Mail Facility
T-2790 - $500,000

No. 83-0266 — Resolution approving the plans and specifications for the general modification of the Airport Mail Facility. No rental credit.

9. Award of Contract No. 1338 - $27,150
Silt Removal, 1983

No. 83-0267 — Resolution awarding Airport Contract No. 1338, Silt Removal, 1983 to Cal Equipment, 3472 Enterprise Avenue, Suite E., Hayward, California 94545, in the total amount of $27,150. Annual clearing of silt and tules from canals.

Bids were received on September 1, 1983:

Contractor	Amount
Cal Equipment	$27,150.00
Ferma Corporation	$54,900.00

Construction time is 60 calendar days.

The following item was put over to the next meeting.

10. Award of Contract No. 1494
Emergency Roofing Repairs

Resolution awarding Contract No. 1494, Emergency Roofing Repairs to the Bryant Organization, Inc., 3229 San Leandro Street, Oakland, California 94601, in the amount of $101,565.00.

Construction time is to be terminated on June 30, 1984.

Commissioner Bernstein asked what the repairs were to which the item referred.

Mr. Bouey, Deputy Director for Facilities, Operations and Maintenance, responded that last year there were a great many roof repairs that were needed and staff had great difficulty in finding roofers to respond when it was actually raining. The provisions of this emergency contract provide for a four-hour response time. Additionally, certain portions of the South Terminal roof were going to be repaired but it was decided, upon reevaluation, that maintenance would be deferred to the Bureau of Planning and Construction for a period of two years. He said that leaks will occur over that period and it will be essential to get a roofer to the site as soon as possible.

Mr. Bouey told the Commission that the terms of the contract are much like the terms of the emergency paving contracts for the runway. He said that the $101,565.00 was a ceiling on the amount of money to be spent and does not necessarily mean that the entire amount will be expended. He also told the Commission that the contract would cover any structure at the Airport.

Commissioner Bernstein asked Mr. Bouey if he was aware of any problems with the North Terminal roof.

Mr. Bouey responded that a roofing consultant was examining the roof of the North Terminal per a resolution adopted by the Commission. He said his report is due 60 days from yesterday.

Commissioner Bernstein asked if there were any warranties on the North Terminal.

Mr. Bouey responded that one of the reasons of having the consultant examine the roof is to find the defects and ascertain where the responsibility lies.

Commissioner Bernstein said he was unhappy with just one bid.

Mr. Bouey responded that bid specifications were sent to 16 companies; six were called and begged to submit bids but this was the only one that was received. He added that this bid came in $10,000 under the estimate. He said that given the rain last year and what is anticipated for this year, they were lucky to receive this bid.

Commissioner Bernstein said he would not vote for a contract with only one bid.

Mr. Bouey repeated that they had sent out 16 bid specifications and called at least six of them and each time was told that they did not want to be bound to this kind of time.

Commissioner Coblentz commented that he understood the problem because he had trouble finding a roofer for his house. He said that with the rain we had last year and with what is anticipated for this year he doesn't think he would put in a bid either.

Mr. Bouey explained to Commissioner Bernstein that the entire amount would not be paid out in a lump sum but would be paid on a per unit basis for work done.

Mr. Turpen felt that in view of Engineering's attempts to obtain bids and the prospect of facing the winter without a contract he strongly recommended adopting the resolution. However, he recommended putting the item over if Commissioner Bernstein felt he could not vote for it because of the one bid.

The following items were unanimously adopted.

11. Airport Contract No. 1451 - North Terminal Grease Trap - Modification No. 1 (Debit) $1,716.21

No. 83-0268

Resolution approving and requesting the Controller's Certification of Debit Modification No. 1 in the amount of $1,716.21. The contractor for this work is Dalton Construction Company.

This modification provides for the furnishing of all labor, material and equipment to excavate and remove from the Airport all reinforced concrete slab, steel reinforcing bars, wire mesh and waste concrete in the location where the Grease Trap will be installed.

Original Amount of Contract	$39,808.00
Modification No. 1, Type 2 (Debit)	$ 1,716.21
Revised Amount of Contract	$41,524.21

12. Industry Education Council Handicapped Youth Project

No. 83-0269

This resolution endorses the San Mateo County Industry Education Council's efforts in providing for a handicapped youth project benefiting San Mateo and San Francisco counties.

Commissioner Goosby asked if this was asking for anything more than the Commission's endorsement and approval for Mr. Wilson to serve on the Council.

Mr. Ron Wilson, Director of Community Affairs, responded that this was just for the Commission's endorsement of the Council so that the program can proceed.

* * *

I. COMMUNICATIONS:

There were no items discussed by the Commission.

* * *

J. TRAILING CALENDAR:

There was no discussion of items on the Trailing Calendar.

* * *

K. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission the meeting was adjourned at 2:26 p.m. to go into closed session.

Jean Caramatti
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION

MINUTES

OCTOBER 4, 1983

DIANNE FEINSTEIN, MAYOR

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WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

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Minutes
of the
Airports Commission

October 4, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 1:53 p.m. in Room 282, City Hall, San Francisco, CA

* * *

B. ROLL CALL:

Present:	Commissioners Morris Bernstein, William K. Coblentz, Ruth S. Kadish, Z. L. Goosby.
Absent:	Commissioner J. Edward Fleishell.

* * *

K. CLOSED SESSION:

The meeting adjourned at 1:54 p.m. to go into closed session and reconvened at 2:06 p.m.

* * *

C. ANNOUNCEMENT BY SECRETARY: In accordance with the Brown Act, Section 54957.1, Jean Caramatti, Commission Secretary, announced the unanimous adoption of resolutions 83-0270 and 83-0271 regarding settlement of litigated claims at the closed session of September 20, 1983.

* * *

D. ADOPTION OF MINUTES:

The minutes of the regular meeting of September 6, 1983 were adopted by order of the Commission President.

No. 83-0272

* * *

E. DIRECTOR'S REPORTS:

1. International Terminal Arrivals Level - Space Development Proposals

Report analyzing different alternatives for the development of concession space adjacent to the Medical Clinic in the International Terminal on the Arrival Level.

Mr. Lou Turpen, Airport Director, said that the Commission asked staff to take a look at some ideas for the space which will be vacated by the Medical Clinic. The memorandum from Business and Finance indicates that there are 2000 square feet or five-400 foot bays. Staff has indicated that it can be broken down into business opportunities requiring small spaces, such as a vending alcove, an ice cream/cookie parlor concession, or, a fast food snack operation. He said staff is interested in and ready to explore any ideas the Commission might have. Mr. Turpen said that staff must first determine what the people need on the arrivals level and how they can best be served.

Commissioner Kadish asked how the determination is being made as to what will best serve the public in that area. She asked if any surveys had been done.

Commissioner Goosby said it was his understanding that other airports did not have food or refreshments in the arrivals area.

Mr. Turpen said it was his experience and understanding that that was true and that perhaps staff should take a survey. He said staff will use some of the alternatives listed in the report as well as suggestions offered by the Commission in the survey.

Commissioner Goosby asked if Host would be interested in using a portion of the space.

Angela Gittens, Deputy Director of Business and Finance, said staff has not reapproached Host with the suggestion of using a smaller portion of the space. She said it was her understanding that Host did not want to develop the 1600 square feet that staff originally proposed but perhaps they would be more amendable to developing a smaller portion.

Mr. Turpen agreed with Commissioner Kadish that we should first decide what we want. He said he would let the Commission know before the next meeting as to when the survey will be completed.

2. Luggage Carts in Customs

Report on the status of several operational conditions for the luggage cart service in customs.

Mr. Turpen said the report is a follow up to staff's original report as to the progress made with Smarte Carte in updating the baggage cart service in the customs arrivals area.

Commissioner Kadish commented that the report failed to respond to two points that were made at a previous Commission meeting. The first is that the words "Pull Me" be translated into foreign languages. She said that one sign could be posted on the cart dispenser rather than on each cart. The other point was that the number of carts in that area fell short of what the Commission intended.

Mr. Turpen said he would look into both of the concerns and make sure staff was responsive to them.

3. Study for Free Luggage Carts in Customs

Progress report on the study for free luggage cart system in Customs.

Mr. Turpen said this was a status report that relates to the question of the exclusivity clause. He said the City Attorney was looking at that clause, which was part of the contract when it was bid in July, 1980. The current contract expires in July, 1985. The City Attorney should have his opinion ready by the next meeting.

Commissioner Coblentz requested a report on the status of the carpet in the Central Terminal. He said the carpet was a disgrace and asked what could be done about it around the seating areas. He also said he would like to move that the sale of gum be discontinued in the Central Terminal. He felt that because of the difficulty in removing gum that the sale of gum be discontinued, at least in the Central Terminal. Commissioner Coblentz asked what effect ice cream had on the carpet. He asked for a report at the next meeting.

Mr. Turpen said a report would be ready at the next meeting.

Commissioner Kadish said that ice cream parlors were to have no take-outs except for ice cream cones. She said there were to be no take-outs of sodas, sundaes, shakes or coffee. Commissioner Kadish asked for an investigation by staff.

Commissioner Goosby asked that in the process of preparing the report staff consider the feasibility of changing the carpeting in the seating area.

Commissioner Kadish asked for some information, either at the next meeting or the meeting thereafter, on the meeter/greeter area of the International Terminal. She specifically wants to know how the crush of people there is being handled as compared to how it is handled outside customs in the South Terminal.

Regarding Airport accounts receivable, Commissioner Kadish asked staff to investigate whether all tenants can and should be bonded to guarantee collection of receivables. She also asked for staff recommendations as to other devices that can be developed to reduce the delay in collections.

* * *

G. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS:

The following item was adopted by a 3-1 vote with Commissioner Bernstein casting the dissenting vote.

4. Award of Contract No. 1494
Emergency Roofing Repairs

No. 83-0273

Resolution awarding Contract No. 1494, Emergency Roofing Repairs to the Bryant Organization, Inc., 3229 San Leandro Street, Oakland, CA 94601 in the amount of $101,565.00.

The one bid was received on September 6, 1983.

Contract is to be terminated on June 30, 1984.

Mr. Turpen asked Jason Yuen, Administrator, Bureau of Planning and Construction, to come forward and brief the Commission on the effects of last week's rainstorm on the Central Terminal. He said a memo to the Commission is forthcoming.

Jason Yuen said that during the rainstorm last Friday about nine leaks were discovered. He said that most of the leaks came from windows, wall caulking and the old observation decks. He said the most serious leak was on the old upper level roadway at the expansion joint between slabs, and indicated that the joint is now misaligned and twisted. He said there are two options .

The first option is to go through the normal process of awarding a contract and the second is to declare an emergency and award an emergency contract. He said that while this is not a life or death situation it does do a lot of damage to the building when it rains.

Mr. Yuen explained that last Friday was worse than unusual because the drain in the area was plugged with construction debris. A maintenance group cleaned it out but a lot of water still went through the building at the front door of the connector.

Mr. Yuen said this would be a large project because they would like to dig out the entire expansion joint and trench drain and rebuild. He said he would also like to do the South side even though it is not yet leaking because it looks like it might fail at any time. The estimated total cost for both sides might be as high as $50,000.

Commissioner Coblentz asked how long it would take if it were put out to bid in the usual manner.

Mr. Yuen responded that it takes three weeks to bid it, two weeks to award the contract, and two weeks to certify it.

Commissioner Coblentz said Mr. Yuen should go for emergency repairs.

Commissioner Kadish agreed.

Commissioner Goosby asked if it could be done in-house.

Mr. Yuen responded that they don't have time to hire a consultant. He felt it could be done in-house.

Mr. Yuen told the Commission that the caulking was under warranty and the contractor would take care of it. He also said that there is a minor leak in the overhang on the lower level of the Central Terminal

outside of the valet parking booth. He explained that the roof is old and he would like to put out an informal contract to have it reroofed. He said it does not require any emergency action.

The following items were unanimously adopted.

5. Award of Contract No. 1539 - $38,700.00
Office Alterations - International Terminal

No. 83-0274

Resolution awarding Contract No. 1539, Office Alterations - International Terminal, to Anderson Constructors, Inc., 330 First Street, San Francisco, CA 94105, in the amount of $38,700.00.

Bids received on September 19, 1983:

	Company	Bid
1.	Anderson Constructors, Inc.	$38,700.00
2.	Erbentraut & Summers	$41,110.00
3.	Echo West	$42,950.00
4.	J. M. Construction	$44,400.00
5.	Hodgson Construction	$47,797.00

Construction time is 50 calendar days.

Mr. Turpen said this contract is for the Drug Enforcement Agency and the amount would be reimbursed. He asked for Commission appoval.

Items 6, 7, and 8 were moved together and the comments pertain to all three items.

6. Rejection of Bid and Authorization for Re-Bid Airport Contract No. 1521 - Garage Signing Electronic Display Units

No. 83-0275

Resolution rejecting the sole bid submitted by QESCO, INC., 533 Third Avenue, San Diego, CA 92101, for Airport Contract No. 1521, Garage Signing - Electronic Display Units and authorizing the Director of Airports to readvertize and call for bids when ready.

The sole bid of $106,666.00 is 64 percent above the construction budget of $65,000.00.

7. Rejection of Bids and Authorization to Re-Bid
Airport Contract No. 1535
Reroofing of Engineering Building

No. 83-0276

Resolution rejecting all bids and approving new scope, new budget and new schedule for Contract No. 1535R, Reroofing of Engineering Building and authorizing the Director of Airports to readvertize and call for bids when ready.

Three bids were received on September 7, 1983:

1. Western Roofing Service $134,515.00
2. The Bryant Organization $138,203.00
3. Alta Roofing Co. $158,270.00

8. Rejection of Bids and Authorization for Re-Bid
Airport Contract No. 1536
Lower Level Roof Replacement of Maintenance Building

No. 83-0277

Resolution rejecting all bids for Contract No. 1536, Lower Level Roof Replacement of Maintenance Building and authorizing the Director of Airports to call for re-bid when ready.

	Company	Base Bid	Alternate "A"	Alternate "B"	Alternate "C"	Alternate "D"
1.	The Bryant Organization	$190,606.00	$ 3,192.00	$ 809.00	$27,288.00	$ 6,575.00
2.	Western Roofing Service	$193,133.00	$ 7,200.00	$4,500.00	$22,950.00	$10,125.00

The construction budget for this contract was $90,000.00.

Low bid is 111 percent over the budget, therefore, it is in the best interest of the City to reject both bids and to authorize the Director of Airports to call for a re-bid when ready.

Commissioner Goosby said that if the difference was a minor one then staff should go ahead with it.

Dennis Bouey, Deputy Director of Facilities, Operations and Maintenance, responded that staff gave this a lot of thought and if the difference had been minor they would have gone ahead but the bids were double what staff estimated. He said that the emergency contract may be enough to take care of the leaks.

Mr. Bouey told the Commission that the airlines are having the same problem and said that United estimated work on one of their hangars at $6.00 per square foot yet the lowest bid came in at $12.00 per square foot.

Mr. Bouey said that he would rather take a chance for a year than spend $150,000 that he might not otherwise have to spend.

9. Contracts - Bidders' Security

No. 83-0278

This agenda item concerns a proposed amendment to Section 6.19 of the San Francisco Administrative Code as it pertains to the acceptable form of security submitted with a bid on a construction contract. The proposed amendment would allow as appropriate security for the bid an irrevocable letter of credit in an amount of 10 percent of the bid amount.

10. One-Year Time Extension, Airport Parking Management Contract

No. 83-0279

A Commission Resolution approving a one-year extension of the management contract with APM to operate the Airport's parking facilities from December 1, 1983 to November 30, 1984. This is the third of four (4) one-year time extension options under Section 9 of the original contract.

The following item was put over.

11. Policy Statement on Commercial Advertising

Resolution approving the policy statement for commercial advertising in the Terminal Building Complex and Public Parking Garage.

Commissioner Kadish asked that the item be put over because not all the material was included in the package.

The following item was unanimously adopted.

12. Reimbursable Agreement with Federal Aviation Administration - Relocation of FAA Equipment and Cables - Not to Exceed $350,116.

No. 83-0280

Resolution approving the Reimbursable Agreement with Federal Aviation Administration for the City to reimburse costs for relocation of FAA equipment and cables because of extension of Taxiways A and B under Airport Contract No. 788.

The following item was put over.

13. Passenger Information System - "You Are Here" Kiosks

Resolution approving contract specifications and authorizing staff to invite proposals to design a Passenger Information System for "You Are Here" kiosks within the Terminal Building Complex.

Mr. Turpen said staff, at one point, had come before the Commission and suggested that 50 static, non-illuminated displays be placed in the Airport. The Commission suggested that requests for proposals be solicited giving the perspective agencies the basic criteria. This package concerns that, with some minor exceptions. In the cover letter, as Commissioner Kadish pointed out, the statement that the proposed system entails up to 50 kiosks is incorrect. The specific position of the Commission was that the potential consultant would examine the Airport, examine passenger flows and make a recommendation as to the number of proposed kiosks. Additionally, as part of that earlier conversation, the concept of the Airports approved kiosk was discussed. Mr. Turpen showed the Commission the prototype that was proposed and presented to the Commission a couple

of years ago. This system will be offered, as well as the table-top system which is used in the North Terminal, to those companies that will prepare proposals so that they might consider this system as well as the one designed by Landor. The problem with the Landor system, as pointed out by Commissioner Kadish, was that it had to be dismantled in order to be changed. Mr. Turpen said that this did not preclude some modification of the system in order to make it more easily accessible for maintenance.

Mr. Turpen said that with those changes, and any other changes the Commission might suggest, staff would propose this for a request for proposals, to consider this as well as the North Terminal, and any other design submitted by bidders.

Mr. Turpen said that since the airlines moved around so quickly in the last couple of years the system in the North Terminal had to be abandoned because it had to be dismantled every time a change had to be made. He said there is no method of telling passengers where they are in relation to certain airport amenities. He explained that this is particularly important upstairs where restaurants, concessions and airlines need to be identified.

Commissioner Kadish said Mr. Turpen responded to all of her points and thanked him. She said that there are a lot of changes that have to be made in this item and suggested that it be adopted in principle, anticipating that those changes would be made.

Mr. Turpen suggested that the item be brought back to the Commission after the changes have been made.

Commissioner Kadish said that the graphic system for the kiosks should tie in with the existing graphic system and that the contract should be divided into two parts rather than as stated on page two of the memo.

Mr. Turpen said this would be a two-phase proposal. The first phase would solicit proposals, rank order them and submit them to the Commission with staff's suggestion of a recommended alternative. If the Commission agreed, staff would proceed to phase two which includes the construction and installation of a static kiosk system.

* * *

H. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following items were unanimously adopted.

14. Design Review Approval - Remodeling of North Terminal News and Gift Shops

No. 83-0281 — Resolution approving the design and remodeling of North Terminal News and Gift shops, operated by A.B.C. Cigar Co.

Commissioner Coblentz said that on September 19 he wrote to Mr. Turpen regarding questions that had been raised about A.B.C. Cigar Co. and the competition with the proposed toy concession. He said he has not received a response, and, that he was confused because the toy shop would be selling some of the same merchandize and he thought A.B.C. had an exclusive.

Mr. Turpen said this improvement was the result of some prior negotiations with A.B.C. in terms of their up-grading of the facility.

With respect to the toy shop, Mr. Turpen said the letter has been referred to Business and Finance and it is his understanding that staff is looking at the viability of continuing with the cookie shop concept instead of a toy shop in view of the potential competitive nature and erosion of Airport revenue.

Commissioner Coblentz commented that when a franchise is given, money is expended based on that franchise, and it is not fair to undercut.

15. Design Review Approval - International Terminal Candy Store Signage

No. 83-0282 — Resolution approving design and installation of exterior signage over Skyline Candy Store in International Terminal.

16. Design Review Approval - Remodeling of International Terminal Retail Stores

No. 83-0283 — Resolution approving design and remodeling of International Terminal retail stores (principal concession and in-bond merchandize stores), operated by Duty Free Shoppers, N.V.

17. Design Review Approval - Remodeling of South Terminal Gift Shops

No. 83-0284 — Resolution approving design and remodeling of South Terminal gift shops, operated by Duty Free Shoppers, Ltd.

18. Bid Call Contract No. 1350
Relocation of Generator Connection Box, Load Center T73, Garage

No. 83-0285 — Resolution approving the final plans and specifications and authorizing the Director of Airports to call for bids for Airport Contract No. 1350, Relocation of Generator Connection Box, Load Center T73, Garage.

The construction budget for this project is $20,000.00.

19. Emergency Management Training, November 1-4, 1983

No. 83-0286 — Request for authority to expend funds for the conduct of emergency response training and exercise. The program will involve three one-half day training sessions and a one-half day earthquake exercise.

Total costs are $2,800.00.

20. Trip Authorization for Out-of-State Seminar

No. 83-0287 — The seminar is on Airport parking and ground transportation operations to be held on October 27-28, 1983 in Clearwater Beach, Florida.

21. Travel Request

No. 83-0288 — Resolution authorizing one staff member to travel to Los Angeles, New Mexico, New York City and Washington D.C. for the purpose of selecting, cataloguing and packing objects for the winter exhibitions. Meetings with museum officials to secure future exhibitions and to meet with representatives at J.F.K. Airport to report on SF Airport Exhibition program and develop a cooperative project.

* * *

I. COMMUNICATIONS:

There were no items brought up by the Commission.

* * *

J. TRAILING CALENDAR:

There was no discussion of items on the trailing calendar.

* * *

L. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission the meeting was adjourned at 2:37 p.m. to go into closed session.

Jean Caramatti
Commission Secretary

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MINUTES

TUESDAY, OCTOBER 18, 1983

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

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of the
Commission Meeting Minutes

October 18, 1983

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Minutes
of the
Airports Commission

October 18, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:00 p.m. in Room 282, City Hall, San Francisco, CA

* * *

B. ROLL CALL:

Present: Commissioners William K. Coblentz, Ruth S. Kadish, Z. L. Goosby, J. Edward Fleishell.

Absent: Commissioner Morris Bernstein.

* * *

C. ADOPTION OF MINUTES:

The minutes of the regular meeting of September 20, 1983 were adopted by order of the Commission Vice President.

No.83-0291

* * *

D. ANNOUCEMENT BY SECRETARY: In accordance with the Brown Act, Section 54957.1, Jean Caramatti, Commission Secretary, announced the unanimous adoption of Resolution 83-0289 regarding settlement of litigated claim, and, Resolution 83-0290 authorizing certain claims against Gensler & Associates to be compromised and settled by the acceptance of the sum of $50,000, at the closed session of October 4, 1983.

* * *

E. SPECIAL ITEM:

The following resolution was unanimously adopted.

1. Certificate of Compliance

No. 83-0292 "Certificate of Compliance" for airlines operating from San Francisco International Airport with FAR Part 36-Quiet Aircraft.

Mr. Lou Turpen, Airport Director, said that in May, 1978 the Commission adopted resolution 78-0131 requiring all airlines operating at San Francisco International Airport to operate noise certificated aircraft by January 1, 1985. As of September 30, 1983, 75 percent of the aircraft operating at San Francisco International Airport are noise certificated in compliance with FAR 36 aircarft noise certification standards. Of those currently operating a jet fleet, 21 operate only noise certificated aircraft. He felt this was a strong show of the airline community effort and spirit for their recognition of the Airports noise abatement concerns. The airlines rapid conversion to certificated aircraft has been a primary ingredient in the reduction in the number of impacted homes. The Airport is far ahead of the Airport's Noise Mitigation Action Plan (ANMAP) targets and goals. A couple of years ago 15,000 homes were impacted, presently about 8,000 are impacted.

Mr. Turpen said each airline will receive a certificate of compliance.

Commissioner Coblentz, on behalf of the Commission, congratulated the airlines on a commendable job.

Mr. Ron Wilson, Director of Community Affairs, handed out certificates to the following airlines: Alaska Airlines, American Airlines, British Airways, British Caledonian, China Airlines, CAAC, Condor Airlines, Continental Airlines, Delta Airlines, Eastern Airlines, LTU International Airlines, Lufthansa German Airlines, Mexicana Airlines, Northwest Orient Airlines, Pan Am, Philippine Airlines, Qantas Airways, Singapore Airlines, TWA, Transamerica, US Air.

Mr. Turpen thanked the recipients for helping to achieve the Airport's noise objectives.

Commissioner Goosby said that a press release should be prepared.

Commissioner Coblentz said he had a request from Michael Harris who represents Be My Guest, a San Francisco limousine company, to talk about Airport concessions. He told Mr. Harris that the item was not on the agenda and cannot be heard unless the Commission so votes. He suggested that Mr. Harris contact staff and find out when the item would be placed on the agenda.

Mr. Turpen asked Mr. Harris to contact his office and he would direct him to the appropriate staff member.

* * *

F. DIRECTOR'S REPORT:

The following item was put over to the closed session.

2. Report on the Study for Free Luggage Carts in Customs.

Commissioner Kadish asked that the item be put over to the closed session due to legal ramifications.

* * *

G. ITEMS INITIATED BY COMMISSIONERS:

Commissioner Kadish asked for an analysis of the number of phones available past security, by the gates, in the International Terminal. She would like to know how many credit card and regular phones there are as well as the usage of each and the lines that are forming.

Commissioner Coblentz said he had previously asked for the report on the quality of the carpet in the North Terminal. He would like it compared with what is being looked at for the International Terminal.

Commissioner Coblentz said that at the last meeting he raised the question of the North Terminal Gift Shop (part of ABC). He said he had a copy of the letter written to them, dated October 13, stating that ABC pays 38.6 percent and the toy shop will pay 20 percent. He would like to hold up any question of bids for a toy shop and said he was not trying to perpetuate a monopoly, but felt the difference in percentage was unfair.

Mr. Turpen said this letter was not consistent with the instructions given to staff. He said there may have been a misunderstanding and he would look into it.

Commissioner Fleishell said the last time he was in the International Terminal he discussed 32 items with Jason Yuen. He was curious about the status of those items. One item of concern was that the carousels were marked incorrectly and did not reflect the correct arriving flight number. He said that Customs had raised the same question.

Mr. Turpen said he would get a report on the punch list of the International Terminal.

Commissioner Fleishell said he also noticed that the arrival times for international flights were on the 24-hour clock. He said that no other airport uses the international clock and wondered why SFIA used it.

Frank Nakashima, Japan Air Lines, said that was being corrected. He said that as far as the baggage carousel was concerned there was a malfunction in the system and that it has been corrected.

Commissioner Goosby asked that the carpet report be placed on the trailing calendar.

Commissioner Kadish asked that the report on the meeter/greeter area be placed on the trailing calendar. She said that when a Commission asks for a report it should be placed on the trailing calendar unless it is responded to at the next meeting.

Commissioner Coblentz suggested that the concessionaires be put on notice that the sale of chewing gum will probably be done away with even if it is possible to remove it from the Central Terminal carpet by using a special cleaning agent.

Mr. Turpen responded that he would like to include this in the report scheduled for the next meeting.

Commissioner Coblentz said the concessionaires should be made aware that there are probably three votes to do away with chewing gum.

Commissioner Goosby asked if the development of a questionnaire regarding potential concessions in the vacated Medical Clinic space was in progress.

Mr. Turpen replied that it was and he would get back to the Commission with the names of companies and costs.

* * *

H. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS:

The following items were unanimously adopted.

3. Passenger Information System - "You Are Here" Kiosks

No. 83-0293 — Resolution approving contract specifications and authorizing Director to invite proposals to design a Passenger Information System for "You Are Here" kiosks within the Terminal Building Complex.

Commissioner Kadish said that in the scope of work, listed on page one, there was an implicit assumption that the existing kiosk will not be used. She felt that the phrase "or adapting or using the existing design" should be added to the sentence that begins "the respondent will be responsible for designing the kiosk. . ."

Commissioner Fleishell said that staff should be specific in telling the designer what is wanted.

Commissioner Goosby asked how long ago the kiosks were installed.

Mr. Turpen said the kiosks in the North Terminal were installed in 1979 but were not really functional in view of the many changes that are constantly taking place. He said he would like to request

proposals on an approach. He said that staff has come up with several ideas but none of them have matured and been accepted. Staff will try again if it is the Commission's wish.

Commissioner Fleishell commented that as a matter of priority staff should worry about signing and then approach the more complex information system.

Mr. Turpen responded that that is being taken care of and that much of it is being handled in-house.

Commissioner Coblentz said he had asked that Mr. Turpen write to the Department of Transportation regarding airplane silhouette sings. He said he had seen them at a number of American airports and all over Europe.

Mr. Turpen said CALTRANS does not want to redesign their sign.

Commissioner Coblentz suggested that staff enumerate states and countries that have these signs.

Commissioner Kadish suggested that the airlines might be able to help staff with this.

4. Contract Proposal No. 68252, SFO Shuttle Bus Contract Modification

No. 83-0294 — Commission Resolution authorizing a contract modification to the recently awarded Shuttle Bus contract. The modification will permit the Director to make bus modifications which would improve the Shuttle Bus operation.

Commissioner Coblentz asked what the total cost was.

Mr. Turpen responded that it was about $1500 per bus.

Commissioner Kadish commented that it was $1260 in the letter from American Coach Sales.

Commissioner Fleishell commented that in the suggested contract language change it states: "Upon expiration of this agreement, title to such equipment shall transfer to the Airport." He asked if the equipment referred to the bus.

Mr. Don Garibaldi, Airport General Counsel, responded that it did. He said that the language that Commissioner Fleishell read was in the original agreement and was not changed.

Commissioner Kadish said that the Airport's specs call for 28 seats and that the Orion bus can be expanded from 28 to 30 seats. She asked if there was a shortage of seats and how many people stand on the bus.

Mr. Sheldon Fein, Landside Operations, responded that when the Airport went out to bid staff indicated that they wanted a minimum of 28 seats. The low bidder has a slightly larger bus than the minimum required and can provide 30 seats at no additional cost, and, the luggage racks are longer than the minimum provided for in the contract and will be provided at no additional cost. The $1260 is for an additional door up front.

Commissioner Kadish said that if the minimum bidder did not respond to the specifications for the two doors then he was not responsive to the bid. She said that he was the low bidder and his buses will hold two more people however, the Airport was going to have to pay $1260 for an additional door.

Mr. Fein responded that the present shuttle bus has a larger door located in the middle of the bus; the specs called for one extra wide door located in the center of the bus. Staff has asked how much it would cost if an additional door was placed at the front of the bus. He said this was not in the specs because a lot of companies could not handle it.

Commissioner Kadish asked what sort of arrangements were being made for handicapped people.

Mr. Fein responded that the buses do not accommodate handicapped passengers because parking is provided for the handicapped in the courtyards adjacent to the buildings. He said that the transfer of handicapped passengers from one terminal to another is handled by the airlines.

Commissioner Fleishell said that he felt the front door was important because there have been discussions regarding a charge for the shuttle bus service and the absence of the front door would make the bus obsolete should this come to pass.

5. Bid Call - Airport Contract No. 1530
Site Preparation for Mobile Life Support Unit

No. 83-0295 — Resolution approving the scope, budget and schedule for Airport Contract No. 1530, site preparation for Mobile Life Support Unit and authorizing the Director of Airports to call for bids when ready.

6. Award of Contract No. 919B - $569,800.00
Reconstruction of Perimeter Dike, Runway 19L & 19R

No. 83-0296 — Resolution awarding Contract 919B to Ghilloti Brothers, Inc., 525 Jacoby Street, San Rafael, CA 94901 in the amount of $569,800.00.

The purpose of this contract is to reconstruct approximately 1,300 linear feet of airfield perimeter dike at the north end of Runway 19.

Three bids were received on September 21, 1983 as follows:

1.	Ghilloti Brothers, Inc.	$569,800.00
2.	FERMA Corporation	$569,380.00
3.	MBM & Daughters	$723,750.00

The following item was put over.

7. Award of Contract No. 1163 - $439,754.00
Expansion of Blast Shoulders - Taxiways D, E, L, P & T

Resolution awarding Contract No. 1163 to Grade Way Construction, 43801

Osgood Road, Fremont, CA 94538, in the amount of $439,754.00.

The purpose of this contract is to extend the existing blast shoulder of the taxiways to eliminate the dust that the outboard jet engines raise while passing over unpaved areas.

Three bids were received on September 21, 1983, as follows:

1. Grade Way Construction $439,754
2. The Lowrie Paving Co. Inc. $454,310
3. Ghilotti Brothers, Inc. $458,300

Construction time is 50 calendar days.

Mr. Turpen asked that the item be put over because the Human Rights Commission did not qualify the low bidder.

The following items were unanimously adopted.

8. Foreign Flag Carriers Financing Project

No. 83-0297 — Resolution of the Airports Commission of the City and County of San Francisco requesting the issuance of the City and County of San Francisco Economic Development Revenue Bonds (San Francisco Foreign Flag Carriers Project).

Commissioner Goosby asked why the money was needed.

Mr. Turpen responded that it was a method of financing the improvements that are already in place.

Commissioner Fleishell asked why the law firm and the banker were listed, stating that if, in the future, either the attorney or financial advisor is changed the Airport would have to redo the resolution.

Mr. Garibaldi responded that under the ordinance that governs this type of bond issue the Airport is the responsible department and these designations must be made. He said that in actuality the foreign flag carriers have selected these people because they are really working for them.

9. Data Processing Contract: Gentry, Inc.

No. 83-0298 — Resolution authorizing an extension of the contract with Gentry, Inc., for data processing services thru June 30, 1984 - $68,560.

Commissioner Goosby said he thought that staff would be ready to operate the data processing equipment by this time but now understands that staff won't be ready until next July.

Mr. Turpen reponded that this did not have the consistency of attention it needed in order to move ahead and that the delay was due to the staffing situation at the time as well as a problem with Civil Service.

Commissioner Goosby asked why it was felt the situation would be better next summer.

Ms. JoAnn Auerbach, Director of Personnel, responded that the City is not competitive in the data processing field and that there are numerous data processing positions throughout the City. She said that she talked to the City's EDP and found that they too have had trouble filling their positions. Ms. Auerbach said she felt that the City would probably undertake an intensive recruitment drive.

Commissioner Fleishell asked if the City has had trouble hiring data processing employees during an economic slump how will we be able to find them as the industry moves ahead?

Mr. Turpen felt that if the City makes this a priority item the situation should improve. He said he could not guarantee success but staff would make a positive effort in the next six months.

10. Resolution Approving Agreement and Authorizing Invitation for Bids, On-Airport Rental Car Concession

No. 83-0299 — Resolution approving the proposed Agreement for an On-Airport Rental Car Concession authorizing Director to invite bids for said concession.

Commissioner Kadish said that this is for the sixth concession and wondered why the first page said "five existing counters through the terminal complex."

Mr. Jerry Copelan, Airport Property Management, replied that there is room for six agencies at the five counters.

The following item was put over to the December 6 meeting.

11. Clarification of Definition for Type 1 Modification for Construction Contracts.

Resolution clarifying reference to errors and omissions in the definition of Type 1 Contract Modifications for construction projects.

Mr. Turpen said there was some conceptual ambiguity to item 11 and requested that the item be put over to give staff the opportunity to look it over.

* * *

I. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following item was unanimously adopted.

12. Course on "Microcomputers for Parking Managers"

No. 83-0300 — Requesting approval for one member of Airport staff to attend a course on "Microcomputers for Parking Managers:, The course, given by the University of Wisconsin in cooperation

with the Institutional and Municipal Parking Congress, will be held on December 7-9, 1983 in San Diego, California.

Estimated expenses are $800.

* * *

J. COMMUNICATIONS:

There were no discussions by Commissioners.

* * *

K. TRAILING CALENDAR:

There was no discussion of items on the trailing calendar.

* * *

M. ADJOURNMENT:

There being no further calendared business before the Commission the meeting adjourned at 2:40 p.m. to go into closed session.

Jean Caramatti
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION

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MINUTES

TUESDAY, OCTOBER 25, 1983

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

SAN FRANCISCO
AIRPORTS COMMISSION

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of the
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October 25, 1983

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Minutes
of the
Airports Commission Special Meeting

October 25, 1983

A. CALL TO ORDER:

The special meeting of the Airports Commission was called to order at 12:05 p.m., at 101 Grove Street, Room 220, San Francisco, California.

* * *

B. ROLL CALL:

Present:	Commissioners Morris Bernstein, William K. Coblentz, Ruth S. Kadish, J. Edward Fleishell
Absent:	Commissioner Z. L. Goosby

* * *

C. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS:

The following item was unanimously adopted.

1. Series D Bonds

83-0301 & 83-0302	Resolution selling $108,000,000 principal amount of San Francisco International Airport Revenue Bonds, Series D, and sixth supplemental resolution establishing additional terms of $108,000,000 principal amount of San Francisco International Airport Revenue Bonds, Series D.

Ms. Angela Gittens, Deputy Director of Business and Finance, said three bids were received in the following order: Merrill Lynch at 9.944621 percent, Bear Stearns at 10.023 percent, First Boston Corporation at 9.9781 percent. She said that Merrill Lynch was the low bid and that they were responsive bidders.

Mr. Turpen, Airport Director, said all three bids were responsive.

Commissioner Coblentz commented that Bank of America did not bid.

Donald Fayden, Solomon Brothers, responded that the Bank of America cannot bid on revenue bonds.

Commissioner Coblentz asked how Merrill Lynch's bid compared to the market now.

Mr. McFayden responded that the market has been backing off and if the bid was held now rather than two hours ago the low bid would have been closer to 10 percent.

Commissioner Fleishell asked why this could not have been handled at a regular meeting and did the Commission have to meet on the very day of the bid.

Mr. Richard Salladin, Orrick, Herrington and Sutcliffe, responded that the Commission did have to meet the same day.

Commissioner Fleishell said that the bid should have been on a regular meeting day.

* * *

D. ITEMS INITIATED BY COMMISSIONERS:

The following item was unanimously adopted.

Commissioner Fleishell introduced a resolution commemorating the retirement of Jerry Williams, Manager of Passenger Services for TWA, after 32-1/2 years of service.

No. 83-0303

Commissioner Fleishell asked why Roy Samuels was listed in the bond statement.

Mr. McFayden responded that the information was taken from last years report.

Mr. Turpen said that Mr. Samuels is still on the payroll but is on leave and, officially, is the Deputy Director of Operations.

Commissioner Fleishell said there should be a caveat that points out that while Mr. Samuels still holds the position he is on leave.

Mr. McFayden explained that the update lists the management changes.

* * *

E. COMMUNICATIONS:

There were no items discussed by the Commission.

* * *

F. CLOSED SESSION:

The Commission did not meet in a closed session.

* * *

G. ADJOURNMENT:

There being no further calendared business before the Commission the meeting adjourned at 12:10 p.m.

Jean Caramatti
Commission Secretary

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MINUTES

TUESDAY, NOVEMBER 1, 1983

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

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November 1, 1983

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Minutes
of the
Airports Commission

November 1, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:00 p.m. in Room 282, City Hall, San Francisco, California.

* * *

B. ROLL CALL:

Present: Commissioners Morris Bernstein, Ruth S. Kadish, Z. L. Goosby, J. Edward Fleishell

Absent: Commissioner William K. Coblentz

* * *

C. ADOPTION OF MINUTES:

The minutes of the regular meeting of October 4, 1983 were adopted by order of the Commission President.

No. 83-0304

* * *

D. DIRECTOR'S REPORTS:

1. Update on Valet Parking Service

Report covering the three-month period from July to September, 1983 on Valet Parking Service as requested by the Commission.

Mr. Lou Turpen, Director of Airports, said the quarterly report indicates that the valet parking operation continues to make money, consistent with Commission policy. The operation will continue to be monitored and a follow-up report will be presented to the Commission at the first meeting in February.

2. Progress Report on the I-380

Report summarizing the status of the Highway project scheduled for construction in the Airport area, and related mitigation programs.

Mr. Turpen said the $60 million reconstruction program of the I-380 interchange is scheduled to begin in the Spring of 1984. Essentially the projects that are involved are reconstruction of the main Airport interchange and providing a direct linkage to the 380 and 280 connector.

Mr. Turpen said a fence has been constructed around the West of Bayshore property, consistent with the agreement with CALTRANS and the Federal Highway Administration for a study of the San Francisco Garter Snake. The second progress report on the study of the garter snake has been included for the Commission's information.

Mr. Turpen briefly reviewed the change in the West of Bayshore connectors for the 380 interchange and used a map of the area as a visual aid for his explanation. He explained that there would be a direct on and off access to the freeway.

Mr. Turpen concluded by saying he will continue to keep the Commission informed. He said a great deal of the credit for the modified access to the West of Bayshore goes to Sheldon Fein and his staff.

Commissioner Goosby asked if this was now definite.

Mr. Fein responded that nothing will be done until the environmental study has been completed and that the Airport will have nothing more than the conceptual design until then.

Commissioner Goosby asked if the concept has received written approval.

Mr. Fein responded that he has received transmittal letters indicating they were the preliminary designs, however, no written commitment has been received.

Mr. Turpen said the money for the West of Bayshore connections is frozen in the original project amount and that these funds will remain available in the future, even though they may only partially fund the project. He also said that CALTRANS has made a commitment that they would exchange some easements for access to the West of Bayshore.

3. Airline Faithful Performance Bonds

Report on airline faithful performance bond requirements.

Mr. Turpen said this item was the result of the Commission's concern about faithful performance bonds by the airlines and tenants. He said there are two levels: three-to-six months in the permit and non lease and use agreement corporations, and, an amount equal to two months under the lease and use agreement.

Mr. Turpen said a suggestion has been made, consistent with what staff believes is the Commission's desire, that a longer period (3-4 months) be looked at to cover landing fees and rentals for the airlines. He said that this would give the airlines some protection should a carrier cease operation. Mr. Turpen said he would be happy to talk to the Airline Affairs Committee regarding an increase.

Commissioner Fleishell asked why the arrearages couldn't be collected in a timely manner.

Mr. Turpen responded that arrearages should be collected in a timely manner. He said that if an airline ceases operation a larger performance bond might mitigate the exposure to the airlines in making up the difference.

Ms. Angela Gittens, Deputy Director for Business and Finance, said the Lease and Use Agreement gives the airlines 90 days to pay the Airport before their quarters can be repossessed. Using Continental as an example, she said they had just reached the point where the Airport could terminate the agreement when the airline went bankrupt.

Commissioner Kadish said this should be pursued as it would protect both the Airport and the airlines.

Mr. Turpen said he would like the opportunity to explore this with the Airline Affairs Committee and said that he would get back to the Commission.

The Commission gave its consent.

4. Hilton Expansion - Verbal Report

Mr. Turpen said that the Hilton has wanted to expand their hotel by 310 rooms for some time. On September 26 a copy of the Hilton Corporation's letter was sent to the Commission outlining their plan.

Mr. Turpen said he introduced this item today to indicate to the Commission that a preliminary meeting was held with Hilton and that a staff recommendation and evaluation of the proposal would be ready for the December 6 meeting.

Mr. Turpen explained that this project dates back to 1981. One of the primary problems was Hilton's 1998 lease termination date and Hilton's concern with amortizing a substantial investment of up to $35 million for these rooms over a short period of time. He said that the Hilton has come up with a plan to effect the expansion and amortize the improvement over a more substantial period of time, recognizing that the Commission was not in a position to extend the lease at this early date; they plan to sell bonds to raise the funds and amortize the bonds over a period of 30 years. The Hilton would pay for the first 15 years and at the end of that time the successful bidder (if it is not the Hilton) would assume responsibility for the bonds. If there was no successful bidder the Hilton would either agree to continue to operate the hotel or pay off the remaining $15 million, as the Commission desires.

Mr. Turpen said that a preliminary reading by the Airport General Counsel found the proposal to be legally sound. The proposal must be evaluated from a business viewpoint and forwarded to the Commission.

Mr. Don Garibaldi, Airports General Counsel, said that this would be similar to the foreign flag carrier item that was recently before the Commission. The Commission would take initial action but ultimately the Board of Supervisors would be asked to authorize City bonds to be issued. The funds generated by the bond issue would then be loaned to Hilton Corporation by the City.

Commissioner Fleishell said he would like to see this in writing.

Commissioner Kadish agreed, stating that verbal information is difficult to absorb.

Mr. Turpen said that he wanted to give the Commission notice that the subject had been re-opened and if any Commissioner had specific concerns or would like specific areas investigated, staff would be happy to do so in advance of the December 6 presentation.

Commissioner Goosby said he is interested in the Hilton's parking plan.

Commissioner Fleishell asked why staff time was being used to help work out the proposal. He said that if the Hilton has a proposal, why isn't it presented to the Commission.

Mr. Norm Hanson, Hilton Corporation, said that for several years Hilton has been wrestling with the legal constraints. They have been in the process of examining the legalities of using the new vehicle available to them in the tax code to finance an airport hotel. He said the Hilton has prepared a letter of proposal to Mr. Turpen introducing the subject of a bond issue. (He presented copies to the Commission). Mr. Hanson said he would be happy to answer any questions.

There were no questions by the Commission. They asked for time to review the proposal.

* * *

E. ITEMS INITIATED BY COMMISSIONERS:

Commissioner Fleishell said that on October 28 the Commission received a report entitled Status of Accounts - Selected Airlines; three days later a revenue report was received. The October 28 report shows what the airlines owe the Airport and then gives a comparison with the prior week. He said he did not understand the format and asked why it was done this way.

Ms. Gittens said that staff is trying to pay special attention to certain accounts where there are current problems or anticipated problems.

Commissioner Fleishell asked why the report was so detailed. He said the Commission is only interested in the total amount owed.

Ms. Gittens responded that she asked for the information and that the document was put together to keep close track of certain accounts. If the Commission just wants to receive the summary page she will take care of it.

Commissioner Kadish also felt that the information was a little too detailed. She asked that staff come up with some means of dealing with delinquent accounts.

Commissioner Fleishell suggested that standard accounting principles be used. He said the idea in providing the information to the Commission is so that the Commission will know that their policies are being carried out. He said that he was not at all sure that this was the case.

Commissioner Fleishell said he would bring up the policy on accounts receivable in closed session. He also plans to bring up SFO Airporter in closed session.

* * *

F. AGENDA ITEMS INVOLVING MAJOR POLICY OR OPERATIONAL DECISIONS:

The following items were unanimously adopted:

5. Modification of Eastern Airlines' Lease & Use Agreement

83-0305	Resolution approving a modification to Eastern Airlines' Lease and Use Agreement whereby Eastern relinquishes its Phase III South Terminal space and extends its lease of North Terminal space through Phase III. This is a companion measure to the United/Eastern sublease.

6. Approval of United/Eastern Sublease

83-0306	Resolution consenting to the sublease by United Airlines of 2720 square feet of holdroom space in the North Terminal to Eastern Airlines for a term of 15-1/2 years, commencing July 1, 1983 and terminating January 1, 1999.

The following items were put over.

7. Policy Statement on Commerical Advertising

Resolution approving the policy statement for commercial advertising in the Terminal Building Complex and Public Parking Garage.

Commissioner Bernstein asked that this item be put over to the next meeting.

8. Vending Machine Policy - Terminal Building Complex

Resolution adopting a comprehensive vending machine policy.

Commissioner Kadish said the Commission asked her to go over the wording with Ms. Gittens. She said she had one question. She said that the word that was agreed upon and used in newspapers (3), candy (D) and cigarettes (D) was "alcoves" and has since been changed to "areas". She asked what happened.

Ms. Gittens responded that the language was too cumbersome and there were some areas where there were no alcoves.

Commissioner Kadish remembered that the Commission approved having the alcoves so that the vending machines could be placed in them. Using the word "area" changes the thrust of what the Commission was talking about and asked that those words be changed to "alcoves".

Ms. Gittens said the problem was with the South Terminal where they would not try to build alcoves.

Commissioner Kadish responded that in the long term there will be alcoves; the exception would be during construction but the final product would have alcoves.

Mr. Turpen commented that the North Terminal was not designed for alcoves.

Commissioner Kadish said that vending machines were proliferating in the North Terminal in areas that were designated; the Commission wanted it narrowed down. That is why the alcoves were created in the Central Terminal. She felt that if the word "area" was used the meaning might eventually be lost.

Mr. Turpen said that in order to insure there is no miscommunication between the staff and the Commission he would like to put this over for two weeks in order to take another look at the North and South Terminals and come up with the appropriate language.

Ms. Judith Epstein, Gannett Company, publishers of U.S.A. Today, asked that the Commission develop informal procedures by which the newspapers can meet with staff to try and resolve a problem that is developing regarding the placement of newsracks in the Airport. Ms. Epstein told the Commission that newsracks enjoy a separate and special status over other vending machines; they have first amendment protection, being integral to the distribution system of newspapers.

Ms. Epstein stated that the newspapers are not happy with the present locations and the restrictions that have been placed on them as far as their ability to sell and distribute their papers in the terminals (most specifically in the Central Terminal).

Commissioner Goosby asked Ms. Epstein if she had seen the document that staff had prepared, and, she responded that she had not.

Commissioner Goosby said her concerns had been taken into account in the document.

Commissioner Fleishell asked Ms. Epstein if she had ever contacted staff to request a meeting.

Ms. Epstein replied that she had not.

Mr. Turpen asked Ms. Epstein to give her card to Ms. Gittens and said a copy of the document would be sent to her.

Mr. Alan Freeland, Cooper, White and Cooper, counsel for the San Francisco Newspaper Agency, said that in August of this year Mr. Ken Hobson, Circulation Director for the Agency, communicated individually with each member of the Commission his concerns with respect to the newsracks. He, too,requested a copy of the report when available.

Commissioner Bernstein requested that the item be put over to the next meeting.

9. Authorization to Bid: Principal Concession Lease and Agreement for Retail Sales at the "Hub" in the North Terminal Building

Resolution approving Principal Concession Lease and Use Agreement for Retail Merchandising Sales at the "Hub" in the North Terminal Building and authorizing the Director to invite bids for said concession.

Mr. Turpen said this item entails the development of a principal concession retail space in the North Terminal Hub. United Airlines has had a secondary check-in desk in the Hub and had made a decision to relinquish that space and some back office space to the Airport. The Airport gained a right of first refusal, or option on that space that would extend through the end of the year.

Commissioner Kadish said that she objected to the fact that it was not brought before the Commission in a preliminary stage. She felt that the drawing that was included was not clear and that some of the things proposed have never to the best of her knowledge, been discussed with the Commission, leading her to wonder why the extreme haste.

Commissioner Kadish said that to the best of her knowledge there was never any discussion of an American Dry Goods Store nor, other than her proposal, was there a discussion of an art poster shop.

Commissioner Kadish said that although she was in agreement with this, she disagreed with the process and wants more time for Commission discussion before it is put out to bid.

Commissioner Bernstein asked for information on the sales volume of other concessionaires in that area.

Mr. Turpen explained that at some earlier date United approached staff with a series of options on space in the North Terminal; this is one of them. The Airport's option on that space extends to the end of the year. If the Commission is desirous of pursuing this alternative in that location the option must be exercised prior to that time. He said that a decision need not be made today but he did want to introduce the subject in concept, recognizing the time frame involved.

Commissioner Kadish asked for a presentation at the next meeting with descriptive material placed on the board so that the Commission has a complete understanding of what is being comtemplated.

Commissioner Fleishell asked how the Airport obtained an option.

Mr. Turpen responded that United gave the Airport the option. He said that the item had been brought before the Commission as potential concession space.

Commissioner Goosby said that there are 5,854 square feet and only 1,740 square feet are being discussed. He asked for a breakdown of why the full amount was not being considered.

Commissioner Goosby said that the City uses a 25 percent minority involvement and that it was insulting to the affirmative action concept to set this at 15 percent. He felt this should be looked at again and raised to at least 20 percent, though he personally felt it should be 25 percent.

Commissioner Goosby said he talked with Skip Conrad, Property Management, and was dissapointed that the principal concessionaire in the Central Terminal took 75 percent of the space because there was only a 25 percent restriction on minority, women and small business. He said that it had been his hope at that time that more of the space would have been given over to subcontractors. He asked that staff consider this and obtain the reaction of potential bidders about the possibility of only keeping 50 percent of the space.

Commissioner Bernstein asked how the Airport would come out of this financially. He also said that one of the reasons the jewelry shop was put in was because it was felt that there would be a series of good looking boutiques. He also felt there should be an analysis of why the business is failing.

Commissioner Bernstein said that when leases were cancelled it was experience that some consideration be given, and, perhaps the money should be returned to Dobbs.

Commissioner Goosby said that the Museum Society has asked whether or not they can legally bid an art poster products shop. He asked if they were considered to be another City agency or a non-profit group. He said they were grossing over $1 million a year.

The following items were unanimously adopted:

10. Bid Call - Airport Contract No. 1448, Drainage Improvements at Tunnels "E" and "F" Parking Garage

No. 83-0307 — Resolution approving the scope, budget and schedule for Airport Contract No. 1448, Drainage Improvements at Tunnels "E" and "F" - Parking Garage, and authorizing the Director of Airports to call for bids when ready.

11. Award of Airport Contract No. 1163
Extension of Blast Shoulders - Taxiways D, E, L, P, & T

No. 83-0308 — Resolution awarding Contract No. 1163 to the Lowrie Paving Company, Inc., P. O. Box 2465, South San Francisco, CA 94080, in the amount of $454,310.00. Three bids were received on September 21, 1983.

Construction time is 50 calendar days.

* * *

G. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following items were unanimously adopted:

12. Ratification of "Declaration of Emergency" To Repair International Terminal Roadway Leaks by President Bernstein on October 21, 1983, $60,000.00

No. 83-0309

13. Declaration of Emergency - Sewer

No. 83-0310 — Proposed resolution declaring the existence of an emergency in the failure of sewer lines which connect the equalization tank to the equipment process arcade and the trickling filter to the clarifiers; directing the Director of Airports to effect the necessary repairs and requesting the Controller to certify funds needed to effect such repairs.

Sewer - $15,000.

14. Arizona State University - Aircraft Crash and Mass Casualty Management Seminar, December 5-9, 1983

No. 83-0311 — Consideration for Oreese Elmore, Assistant Deputy Director of Operations and Phil Meginness, Operations Superintendent, to attend the Arizona State University Aircraft Crash and Mass Casualty Management Seminar in Tempe, Arizona, December 5-9, 1983.

Total costs are estimated at $1300 each.

15. Retirement Resolutions

No. 83-0312
No. 83-0313 — Retirement resolutions for Plumber Supervisor I, George Springer, and Plumber Carl Treber who will be leaving the Maintenance Branch on November 30, 1983.

Mr. Turpen praised the retirees for their work, singaling out Mr. Springer, with whom he has worked, and thanking him for his significant efforts.

Commissioner Kadish felt it was important that the Commission give special recognition when long-time Airport employees retire.

* * *

H. COMMUNICATIONS:

There was no discussion by the Commission.

* * *

I. TRAILING CALENDAR:

There was no discussion of trailing calendar items.

* * *

K. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission the meeting adjourned at 2:50 p.m. to go into closed session.

Jean Caramatti
Commission Secretary

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MINUTES

TUESDAY, NOVEMBER 15, 1983

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

SAN FRANCISCO
AIRPORTS COMMISSION

MINUTES

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of the
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Minutes
of the
Airports Commission

November 1, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:00 p.m. in Room 282, City Hall, San Francisco, California

* * *

B. ROLL CALL:

Present: Commissioners William K. Coblentz, Ruth S. Kadish, J. Edward Fleishell

Absent: Commissioners Morris Bernstein, Z. L. Goosby

* * *

C. DIRECTOR'S REPORTS:

1. Public Telephone Service, Boarding Area "D"

Report outling the scope of public telephone service in the areas post-security on Boarding Area D.

Mr. Lou Turpen, Airport Director, said this item was in response to Commission inquiry into public telephone services in Boarding Area D. He said that after a review of the area it was found that almost 50 percent of the passengers were domestic. He said the telephone company has made suggestion concerning changing the phones in the boarding area and staff hopes this will solve the problem. The change will take place in 30 days and the situation will continue to be monitored.

Commissioner Kadish said she was concerned about the lack of monitoring procedures on the part of the staff and that some sort of procedure should be developed.

Mr. Turpen said that Noon to 2:00 p.m. in the International Terminal is the busiest time of the day and the area will be monitored then.

* * *

D. ITEMS INITIATED BY COMMISSIONERS:

There were no items initiated by Commissioners.

* * *

E. AGENDA ITEMS INVOLVING MAJOR POLICY AND OPERATIONAL DECISIONS:

The following items were put over to the December 6 meeting.

2. Vending Machine Policy - Terminal Building Complex

Revision of previously submitted statement regarding a comprehensive vending machine policy.

Commissioner Coblentz said that he doubted that the item would be acted on today as there were only three Commissioners present but comments would be heard from anyone who wished to address the Commission. He said a letter was received from Alan Freeland, representing the San Francisco Newspaper Agency.

Mr. Alan Freeland said the letter does not reflect that, thanks to Mr. Don Garibaldi, Airport General Counsel, they met this morning with Mr. Conrad and other members of the staff about the practical applications of the policy in terms of the number of newsracks and the type of newsrack to be used. A meeting has been set for next Tuesday to discuss the cost incurred to the newspapers for locating racks.

Referring to this morning's discussion, Mr. Freeland said that there are serious constitutional problems with the proposed policy. Mr. Freeland said that he found out at the meeting that there are seven locations being proposed for the terminal but that the concern was not the number of locations but where they are and whether or not they will be effective. He said he was working with staff on some of the practical problems inherent in some of the locations; some were behind telephone booths and areas not frequented by passengers. He said he would like newsracks in the waiting areas past the security gates.

Mr. Freeland said the one provision he wanted to pay particular attention to was the requirement that if a newspaper was going to be in any of the newsrack locations at the Airport it must, under the policy, be in all locations. He said that apart from the constitutional problems, it will needlessly encumber the Airport with racks that even the newspaper distributor would not want to install because the location is not an optimum one. He suggested that this provision be reevaluated.

Mr. Freeland said that Mr. Conrad suggested that the signage issue might be reviewed and that some of the out-of-the-way locations might be improved by appropriate signage.

Mr. Freeland said that the Airport was a prime sales location for the Chronicle and Examiner and that the out-of-the-way locations will have a severe negative impact on sales.

Mr. Freeland said that the newsrack ordinance is being fine-tuned throughout the Bay Area and that they might be able to bring some valuable contributions to this process. He urged that this policy not be set in concrete until these particular problems can be addressed. For example, the policy might have an addenda to it in

the form of a map of each terminal, identifing and designating the number of rack locations. He said that as it stands now the Director determines where the newsracks will be located and he believes that to be too broad a discretion.

Commissioner Fleishell asked what happened to the ordinance he worked on with Mr. Freeland several years ago.

Mr. Freeland said that the ordinance was in draft form on Mayor Moscone's desk at the time of his death and was never proceded with. He said that about a year ago interest was sparked in a newsrack ordinance for San Francisco and the newspapers met with interested members of the Board of Supervisors and formed a newsrack committee. He said this was an on-going committee of interested papers that meet, identify and respond to particular problems.

Commissioner Fleishell asked what happened to the Mike Semler hearings. He said that Mr. Freeland was present to represent the two major papers but there are a number of minor papers. He said he is aware of First Amendment rights but Powell and Geary Streets was a classic example of over-indulgence and if he had anything to say about it the situation will not occur at the Airport. He said that there must be some mid-way point between the Powell and Geary overindulgence and a reasonable handling of the situation.

Mr. Freeland responded that it requires the cooperation of a lot of newspapers and all of the Bay Area papers offer their cooperation at these meetings. He said that there is an element in the publishing industry, typically a Southern California element, that does not respond to some of the legitimate points being raised by the City.

Commissioner Fleishell said that perhaps half of the publications on racks in San Francisco come out of Los Angeles. They fly up once a month and when the supply in the rack has been depleted they remain empty until the next issue. He said that those publications have the same First Amendment rights.

Mr. Freeland responded that in October of last year a sweep of Union Square was conducted with the City (representatives of Traffic and Engineering) to identify particular problems, and, at the corner of Powell and Geary they found 17 empty newsracks, all belonging to a Southern California firm. Mr. Freeland said it was his opinion that there is an existing body of law by which the racks can be cited and that it was the common sentiment of the newspapers that they should be. He said that they were not cited at the time and it was largely due to the urging of the newspapers that this is now happening.

Mr. Freeland suggested that perhaps modular racks might be used instead of single unit racks to help ease congestion.

Commissioner Fleishell asked why the newspapers were against the type of racks located in front of Pam Pam.

Mr. Freeland responded that vandalized newsracks can only be addressed by using a standardized rack configuration. The newsracks in front of Pam Pam end up being an area where trash collects and the merchants either cannot effectively clean the area or it takes extra time to get behind the racks. He said that in some ways the City might be better off having pedestal or fixed racks in certain locations where there are a lot of racks.

Commissioner Coblentz said this should go back to staff and they should work with Mr. Freeland. He said that the Commission is not trying to keep the public from being informed or suppress free

speech, however, the publications in San Francisco range from free speech to free love and the Airport will have a proliferation of newsracks, creating a bottleneck. Passengers can buy newspapers at the various concessions. The concessions can limit the number of newspapers but the Airport cannot. He said he realized that there is a basic question of free speech involved, however, traffic cannot be impeded at the Airport.

Mr. Turpen suggested that the item be brought back before the Commission on December 6.

Ms. Judith Epstein, representing U.S.A. Today, said that she wanted to underscore Mr. Freeland's comments. She said they have reviewed the proposed policy and their two principle concerns were: first, it appears to be unconstitutional because of the breadth of the discretion of the Airport Director with respect to the number and placement of newsracks listed in Section A4. She felt that there should be some criteria introduced into the policy that would reflect the public safety needs or other public policy interests of the Airport which would limit that discretion. Secondly, the other concern, listed in A6, provides for a notice requirement which she does not feel comports with due process requirements concerning the amount of time and proper notice that is necessary before vending machines or newsracks can be removed. She hoped that these issues can be addressed at the next meeting with staff.

Commissioner Fleishell asked Ms. Epstein if she was suggesting that there be a certain number of racks.

Ms. Epstein responded that she was suggesting that there be safety criteria with which the newspapers could comply. She said that the ultimate determination of the number of racks would fall to the Commission, however, she hoped that that determination is consistent with some criteria as to the reason for the limitation on the number of racks.

Commissioner Kadish said that another concern of the Commission was the aesthetics of the racks.

Ms. Epstein responded that she appreciated the Commission's aesthetic concerns but the issue of aesthetics was a difficult one because it is based on subjective considerations.

Ms. Epstein concluded that the Airport is the singular most important opportunity to sell their papers because the demand is there.

Commissioner Coblentz said he will vote against this unless vending machines are prohibited from selling chewing gum.

Mr. Philip Adams, Canteen Corporation, said that Canteen is waiting to install the vending machines as soon as the areas are designated. He said they also provide cigarette machines in the Host bars; they presently have the South and North Terminals. He asked if the cigarette machines could be installed in the Host bars while waiting for designated areas on the concourse.

Commissioner Coblentz said this was a staff function and suggested he talk to staff.

Commissioner Fleishell responded that he felt that there was nothing the Commission could do to prohibit Host from having cigarette machines in their own space. He also suggested working this out with staff.

Mr. Turpen asked for Mr. Adams' card and said he would get in touch with him, indicating that this would be addressed before the next meeting.

3. Policy Statement on Commercial Advertising

Resolution approving the policy statement for commercial advertising in the Terminal Building Complex and Public Parking Garage.

The following items were unanimously adopted.

4. Resolution Authorizing Travel-Training for Current 1983-84 Fiscal Year

No. 83-0314 — Request for approval of Travel-Training schedule for Fiscal Year 1983-84 for Airports Commission representatives.

5. Award of Contact No. 737
Airfield Drainage Lines at Runways 28R, 28L, 19L and Pump Stations 1-A and 1-B

No. 83-0315 — Resolution awarding Contract 737 to Stacy and Witbeck, Inc., P. O. Box 511, Newark, CA 94560, in the amount of $2,072,795.00. Fifteen bids were received on October 18, 1983. Construction time is 365 calendar days.

	Contractor	Bid
1.	Stacy and Witbeck, Inc.	$2,072,795.00
2.	Underground Construction Co., Inc.	2,084,969.00
3.	Ranger Piplines	2,323,290.00
4.	Ghilotti Brothers, Inc.	2,324,977.00
5.	Homer J. Olsen, Inc.	2,459,960.00
6.	M.G.M. Construction Co.	2,474,080.00
7.	McGuire and Hester	2,692,449.00
8.	W. H. Ebert Corporation	2,763,720.00
9.	Dalton Construction Company	2,835,300.00
10.	Ernest E. Pestana, Inc.	2,996,390.00
11.	Dillingham Construction, Inc.	3,019,874.00
12.	W. R. Thomason, Inc.	3,035,575.00
13.	Detrick Corporation	3,190,516.00
14.	Granite Construction Co.	3,329,430.00
15.	Dalzell Corp.	3,649,575.00

Mr. Dennis Bouey, Deputy Director for Facilities, Operations and Maintenance, called the Commission's attention to the fact that this project will save the Airport $1.1 million. He felt the ingenuity of the engineer who came up with the idea should be noted as well as the new scheduling techniques being used.

Commissioner Coblentz said a letter of commendation should be sent.

Commissioner Kadish asked if this came out of the consulting firm's work.

Mr. Bouey responded that they do not use consultants on their projects; all their work is done in-house.

* * *

Commissioner Kadish noted that San Francisco International Airport is the only airport in the world to have received six consecutive Aviation Safety Awards. She is proud that the Airport has been singled out for this unique honor.

Mr. Turpen said he has taken the liberty, as the Commission has indicated in the past, of conveying the Commission's appreciation to Emmett Condon and the members of the San Francisco Fire Department for their significant contribution.

* * *

F. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following items were unanimously adopted:

6. Landing Weights for Airlines' Aircraft

No. 83-0316 — Resolution establishing maximum gross landing weights for aircraft operated by the scheduled airlines at the Airport.

7. Tenant Improvement:
British Airways Administrative Office
Finish Construction - International Terminal - Sixth Floor
T-2810 - $22,000.00 - No Rental Credit

No. 83-0317 — Resolution approving the plans and specifications by British Airways and authorizing construction.

8. Airport Contract No. 1355A
Reroofing of South Terminal
Phase II - Modification No. 1
(Credit) $201,442.00

No. 83-0318 — Resolution approving and requesting the Controller's Certification of Credit Modification No. 1 in the amount of $201,442.00 for deletion of work. The Contractor is Western Roofing Service.

9. Award of Contract No. 1350
Relocation of Generator Connection Box, Load Center 773, Garage - $8,722.00

No. 83-0319

Resolution awarding Contract No. 1350 to Howard W. Scott Electric Co., Inc., 435 Harriett Street, San Francisco, CA 94103 in the amount of $8,722.00.

This contract relocates an existing generator connection box where a mobile generator can be easily connected.

Seven bids received on October 27, 1983, are as follows:

	Contractor	Bid
1.	Edward W. Scott Electric Co., Inc.	$8,722.00
2.	Fischback and Moore, Inc.	11,483.00
3.	Monarch Electric Co.	11,584.00
4.	Twisselman Electric, Inc.	11,980.00
5.	Kingston Contracting, Inc.	12,557.00
6.	Pim Electric, Inc.	17,026.00
7.	Civic Electric, Inc.	17,910.00

Construction time is 30 calendar days.

10. Award of Contract No. 1154
Relocation of Field Lighting Controls to New Control Tower
$39,165.00

No. 83-0320

Resolution awarding Contract No. 1154 to Kingston Contracting, Inc., 1820 Ogden Drive, Suite No. 208, Burlingame, CA 94010, in the amount of $39,165.00.

This contract relocates field lighting controls to new Air Traffic Control Tower.

Six bids were received on November 1, 1983 as follows:

	Contractor	Bid
1.	Kingston Contracting, Inc.	$39,165.00
2.	Twisselman Electric Co.	42,848.00
3.	T. J. Gardner Company, Inc.	45,000.00
4.	Monarch Electric Company	47,375.00
5.	Edward W. Scott Electric	50,879.00
6.	Delta Star Electric Company, Inc.	76,040.00

Construction time is 90 calendar days.

11. Resolution Authorizing Attendance at the Aircraft Crash and Mass Casualty Management Seminar - Arizona State University - February 6-10, 1984

No. 83-0321

Consideration for Donald Martin, Fire Department Assistant Training Officer,

to attend the Aircraft Crash and Mass Casualty Management Seminar at Arizona State University, on February 6-10, 1984. Total cost is estimated at $1,300.00.

12. Travel Authorization to Attend Transportation Research Board's 63rd Annual Meeting

No. 83-0322 — Requesting approval for one member of Airport staff to attend the Transportation Research Board's 63rd Annual Meeting to be held in Washington, D.C. from January 16-20, 1984.

Commissioner Kadish asked if this was for individuals who have professional competence in research or was it for training.

Mr. Sheldon Fein, Landside Operations, responded that the Highway Research Board basically deals with traffic and transportation problems throughout the country. They have developed various subcommittees over the last few years dealing with Airport access and ground transportation. He said the meeting will bring together individuals from various airports in the operations and ground transportation areas.

* * *

H. TRAILING CALENDAR:

There was no discussion of items on the trailing calendar.

* * *

J. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission the meeting was adjourned at 2:27 p.m to go into closed session.

Jean Caramatti
Commission Secretary

SAN FRANCISCO AIRPORTS COMMISSION

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MINUTES

Tuesday, December 6, 1983

DIANNE FEINSTEIN, MAYOR

COMMISSIONERS

MORRIS BERNSTEIN
President
WILLIAM K. COBLENTZ
Vice-President
RUTH S. KADISH
DR. Z.L. GOOSBY
J. EDWARD FLEISHELL

LOUIS A. TURPEN
Director of Airports

San Francisco International Airport
San Francisco, California 94128

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Minutes
of the
Airports Commission

December 6, 1983

A. CALL TO ORDER:

The regular meeting of the Airports Commission was called to order at 2:00 p.m. in Room 282, City Hall, San Francisco, CA.

* * *

B. ROLL CALL:

Present:	Commissioners Morris Bernstein, Ruth S. Kadish, Z.L. Goosby, J. Edward Fleishell
Absent:	Commissioner William K. Coblentz.

* * *

C. ADOPTION OF MINUTES:

The minutes of the following meetings were adopted by order of the Commission President:

No. 83-0323	Regular meeting of October 18, 1983
No. 83-0324	Special meeting of October 25, 1983

* * *

D. DIRECTOR'S REPORTS:

1. Carpet in International Terminal

Mr. Lou Turpen, Airport Director, said that staff, along with Howard Friedman, has been looking into the carpet situation in the Central Terminal. He said that the carpet is not satisfactory and staff feels that the basic problem is the carpet's color, pattern, and texture. Mr. Turpen said that the architects felt that the method of cleaning could be made more specific to the type of carpet. He indicated that Mr. Friedman has offered to work with the carpet manufacturer, Gensler, and staff on the question of responsibility. Staff would like to give Mr. Friedman time to meet with these people, however, there are only seven months before next summer's activities begin. He said the report before the Commission outlines what staff feels is a prudent approach.

Mr. Turpen explained that although his report recommends that a firm position not be taken at this time, the Commission has to be prepared to at least concur in principle with staff's preparation of specifications for selected replacement of carpet in the Central Terminal. He said the high traffic areas are the North and South Connectors, the Customs arrival area, and Boarding Area D in the vicinity of the concessions.

Mr. Turpen said he would like the Commission's input on the approach that has been outlined: permitting Mr. Friedman to continue and allowing staff to prepare specifications for the replacement of the carpet.

Commissioner Fleishell said that the specifications developed by staff were approved and followed and the color was approved by the Design Review Committee so he does not understand why staff is trying to establish responsibility.

Mr. Jason Yuen, Administrator, Bureau of Planning and Construction, explained that staff wanted to determine if the problem was with the carpet or the maintenance. He said that Gensler felt that the problem is with the maintenance. Mr. Yuen said that if it is the carpet then it should be replaced, and if it is the maintenance then it should be improved.

Commissioner Fleishell said that staff was told months ago that the proper cleaning technique was not being used. He asked that if the specifications were followed and the color was approved, why is staff meeting with Gensler Associates and what can be done to resolve the problem. Commissioner Fleishell said he does not like the color of the carpet and would not have chosen it but he was not a member of the Design Review Committee.

Commissioner Kadish felt that it was not a question of whether or not one likes the color but whether or not the color is creating part of the cleaning problem.

Commissioner Fleishell felt that the color was part of the cleaning problem and that he would not have approved the color for a business.

Mr. Gordon Johnson, Gensler Associates, recapped the situation and said that staining started occurring several days after the carpet was installed. A lighter color carpet does show dirt a lot more than a darker color. Gensler was then asked if the carpet: 1) is up to specification; 2) is it cleanable; and 3) if it is cleanable, how it should be cleaned. Information was given to staff chronicling the steps initiated between July and now. The first was to have U.S. Testing, an independent testing laboratory, test the carpet to determine if it meets the specifications. They found that the carpet exceeded the specifications. They next tested the carpet for different systems of cleaning and reported that certain methods were better than others, and made their recommendations. Gensler then met with the manufacturer and carpet cleaning companies and asked them for their recommendations on cleaning the carpet. There were two carpet cleaning demonstrations at the Airport by two different companies with Airport Maintenance personnel present. Since that time he was told that the Airport purchased some machines from Host, a carpet cleaning equipment manufacturer, that uses a system that, in the opinion of U.S. Testing, did work well with the carpet.

Gensler was then asked to get an estimate from an independent carpet cleaning company on the cost of cleaning the carpet and how long it would take to prove the point. Mortonson said it would take about a month and the cost would be 5¢ a foot or about $15,000. Host recommended sending three or four Airport maintenance people to their facility in Wisconsin for a one-week training course.

Mr. Johnson said that throughout this process everyone from U.S. Testing to the cleaning companies agreed that the carpet was cleanable. He felt that the bottom line is that the carpet will show dirt between cleanings, more so than the dark carpet used in the North Terminal. He felt that the carpet is maintainable by Airport staff so long as they are properly trained, and, that the carpet will look good. Host said the carpet will last for years if it is taken care of.

Commissioner Fleishell remarked that there was an additional problem in Customs with the carpet fraying where it met the linoleum.

Mr. Johnson responded that the carpet in Customs was probably laid the last two days before the opening and the glue did not have a chance to dry. He said it was walked on and heavy objects rolled over it when it should not have been touched for 24 hours. There are standard seaming methods that were not followed in some cases. He said this was a punchlist item to be taken care of by the contractor but it has not been done.

Commissioner Fleishell asked why the delay.

Mr. Yuen responded that the unraveling began a short time ago, and as it unravels it is reglued. He said a vinyl trim piece was placed at the edge where the carpet meets the linoleum.

Commissioner Kadish said that the item was brought before the Commission in the event a decision to replace the carpet had to be made. She said she could not address the issue of responsibility without more information. She felt that there was probably a three way involvement: staff not briefing the Commission on the technical aspects before installation took place; not having had the testing done prior to installation as was done in the North Terminal; and, that possibly the architects and carpet manufacturers had some technical and professional responsibility in the type of advice given relative to what was installed.

Commissioner Kadish said that based on what has been said staff has to take interim steps to determine if the carpet can be cleaned. She said that this was a staff responsibility.

Mr. Turpen said that some of the spots have bled back through after being cleaned. At this point, without being able to thoroughly and properly clean it, there is a question as to how dirty the carpet is getting on a day-to-day basis, as opposed to the staining that occurred in the beginning and has not been removed. If the cleaning process can remove the stains that appear to be permanent, staff will have a better idea as to what will happen with respect to spills. Mr. Yuen and Mr. Johnson noted that spills that occur in the North Terminal can wait to be cleaned up at midnight because they won't be very visible. If a spill occurs in the International Terminal it will show up immediately.

Mr. Turpen said staff will report back in January with a final recommendation.

Commissioner Kadish asked why the Airport repeated a mistake that was made in Davies Hall in the placement of a light colored, flat textured carpet that had to be replaced. She wondered why staff didn't learn from that experience.

Commissioner Goosby asked if the Commission was being asked to give tentative approval for the replacement of the carpet in selected areas before it is known whether or not the cleaning process will be effective. He said that it appears that staff has already made the decision to replace the carpet in certain areas.

Mr. Turpen responded that attempts are being made to clean and salvage the carpet. He said that if the attemps failed there would only be seven months before next summer's activities begin and it would be prudent to invest staff time in the development of specifications for replacement carpet and asked for approval to do so. He identified those areas that receive the most abuse as the North and South Connectors, the meeter-greeter area, and the boarding area.

Commissioner Goosby wondered why staff did not benefit from the experience in the North Terminal.

Commissioner Kadish said it was her understanding that when the specifications were developed for the carpet for the North Terminal, with the help of a consultant, they were adopted by the Commmission as specifications for all carpeting to be installed from that point on. Simultaneously, a policy was adopted stating that when carpeting was to be installed it would be put out to bid with a maintenance clause. She said that as far as she knew it was not done in this instance, however, it was never brought before the Commission so she could not comment on it.

Mr. Turpen commented that he had the same recollection and said he asked Jason to investigate the warranty on it.

Mr. Yuen responded that the warranty to which Commissioner Kadish referred was not for maintenance but for wear and defectiveness.

Commissioner Kadish asked if the same situation applied to the Central Terminal. Mr. Yuen responded that the warranty was not for maintenance but for wear and defective workmanship. Legally, maintenance cannot be included as it is an operational expense.

Commissioner Goosby said he hoped that the cleaning experiment worked even if it meant cleaning the carpet every night. He said it would be embarrassing and unfair to the taxpayers to even consider replacing the carpet.

2. Status of Limousine Bid

A report which outlines the current status of the Airport Limousine bid.

Mr. Turpen said that the report before the Commission was straightforward and the key issue is the continuing work with Jack London of the Morrison and Foerster firm in reviewing the bid specifications in helping to insure the bid is properly structured.

He said that staff has outlined the highlights of the specifications and the item will be brought back before the Commission on January 17 with a full set of the specifications and a request for authorization to bid at that time. This follows the Commission's desire to bid the limousine services at the Airport as a replacement to the current procedure.

Commissioner Goosby asked if the other limousine services would be able to come out to the Airport on pre-arranged appointments to pick up fares.

Mr. Turpen said they would. He explained that the bid would provide a booth for only one operator and the privilege to serve walk-up passengers.

3. Airport Brochures

Proposed design and publication of an Airport-wide informational brochure.

Mr. Turpen told the Commission that he felt a single photographic brochure with the capability of inserting pages (highlighting cargo, handicapped parking, etc.) allowing staff to keep updating information.

Commissioner Goosby said that the brochures obtained from various Airports were helpful. He commented that some of the brochures offered information on the environmental impact and one provided an airline schedule. Commissioner Goosby did not feel that such a schedule should be part of a brochure printed by the Airport; that is the responsibility of the airlines.

Mr. Turpen said that the brochure used for the Central Terminal opening was highly flexible, but he was not sure if that is the format the Commission wanted. He asked for the Commission's guidance.

Commissioner Fleishell said that seven or eight months ago the Commission approved $40,000 for what he thought was for the very brochure that is now being discussed. He questioned the $23,000 bid to put the brochure together, which includes $7,500 for photography. He said the best photographers in San Francisco charge $800 a day and it would only take three days to photograph the Airport.

Commissioner Fleishell said this discussion was initiated four years ago. He suggested that a possible answer is to hire someone in the business to draw up a brochure and present it to the Commission. He said it was inconceivable to spend more than $40,000 and end up with a folder that is normally used as a hand-out for press people. He thought the Airport was getting a brochure for that money and asked if the entire amount had been spent.

Mr. Turpen said it had.

Commissioner Kadish commented that the first thing that is important is to determine who will read the brochure, to whom it will be distributed, where will it be distributed, and why it will be distributed.

Commissioner Kadish pointed out that one of the selling points made to the Commission relative to hiring Primo Angeli to do the work for the opening ceremony at a cost of $40,000 was the need for a brochure; that this would be a highly flexible brochure, and could be the basis for any material from this point forward which included design, photography, and mechanical art work. She said that the Commission has now been presented with a cost estimate of $24,000 for an Airport-wide, full-color brochure which includes those things just listed and approved for the Central Terminal opening. She said that the brochure produced for the Central Terminal opening was not a brochure but a folder with some printed material and some photographs. Commissioner Kadish did not see anything in the proposal that has to do with the brochures of other airports that were presented to the Commission. She said that a brochure provided by one airport listed its facilities and suggested that this might be of value for SFO.

Commissioner Kadish said that the type of information the brochure will provide should be determined, as well as how it will be distributed and the people whom it will serve. She said that the design, art work and copywriting that the Airport paid $40,000 for several months ago should be utilized. Until such time as these questions are answered, she will not consider it.

Mr. Turpen agreed with Commissioners Fleishell and Kadish. He said that the brochure first appeared on the trailing calendar on July 17, 1979. At that time the Airport was generating a number of brochures (cargo, transit, handicapped, etc.) and it was assumed that the Commission wished to consolidate them. He noted that many of them have fallen by the wayside and have not been reprinted.

Mr. Turpen said he said he would appreciate guidance from the Commission and suggested staff be allowed to establish a request for proposal and hire someone to tell us what we need.

Mr. Turpen said unnecessary information, like flight timetables, have been eliminated. He said staff looked at trying to integrate everything into a single brochure that is flexible and standard size.

Commissioner Kadish remembered that when discussions were held with various agencies who were going to put in the hotel/motel board one of the things proposed was that they would provide small, pocket-sized fliers showing what the costs were for various types of transportation into the City and a list of public events, etc. She said the Airport never picked up on that offer and if it were to be pursued perhaps the need for anything but a brochure listing on-sight facilities at the Airport might be obviated.

Mr. Turpen commented that content was not the problem as much as was the format.

Commissioner Goosby asked what type of information requests staff receives.

Mr. Turpen responded that it was for general transportation and cargo.

Commissioner Fleishell said this was an ineffective use of Commission time. He said this was a staff function and if staff did not have the expertise then the Commission can authorize hiring someone.

Commissioner Fleishell said he met with Primo Angeli on what he (Primo Angeli) thought the Commission wanted. Though not speaking on behalf of the Commission, Commissioner Fleishell told Mr. Angeli that he thought there should be two brochures: an 8-1/2" x 11", four page, slick brochure with photos and a one-line identification of those photos. This brochure would go to the hundreds of people met with in Korea, Japan, and Hong Kong on his trip last year with the Mayor. The second would be a smaller, pocket-size, three-fold brochure giving more detailed information of the Airport's amenities.

Commissioner Fleishell said the answer might be to get a copy of Los Angeles' brochure, change the name and the photographs and plug in new numbers.

Commissioner Kadish suggested coming back to the Commission with some material.

Commissioner Bernstein suggested this item be put over to the first week in January.

Mr. Turpen, by way of clarification, said staff will get back to the Commission with an outline of what staff feels is appropriate in the way of brochures, the target market, how it will be distributed as well as the rationale behind having a brochure.

Commissioner Goosby also asked for information on how many brochures are distributed in Los Angeles and New York.

* * *

E. ITEMS INITIATED BY COMMISSIONERS:

Commissioner Kadish requested that a staff telephone directory be distributed to the Commission.

Commissioner Fleishell recommended a rough draft be presented to the Commission at the December 20 meeting. He suggested that the listings be alphabetical as well as by department head, and should list the line of succession in each department.

A motion was made by Commissioner Fleishell and seconded by Commissioner Goosby for the development of a directory by the December 20 meeting, and was unanimously carried.

Commissioner Kadish approved of the breakdown of the new agenda format. She hoped that the new format would expedite the development of a policy manual; a priority item.

Commissioner Kadish asked that the policy indicating that no concessions are to be approved at the Airport without Commission approval be re-enunciated at the next meeting.

Commissioner Goosby understood that the Airport had appointed a representative to the committee dealing with the BART extension to the Airport. He hoped that the Commission will be kept apprised of the discussions of the committee.

Commissioner Kadish made a motion, seconded by Commissioner Fleishell and unanimously carried, that staff come back at the next meeting with a resolution as to how the policy manual is to be developed.

Commissioner Goosby asked if the Airport representative was a voting member of the group.

Mr. Bob Epifanio, Landside Operations, commented that the Airport was not on the BART Advisory Board but the 101 Task Force.

Mr. Turpen said that he asked Mr. Fein and Mr. Epifanio to prepare a report and resolution outlining the Commission's policy with respect to mass transit with the BART issue as a sub-set. The representative can then pass the Commission's position on in an advisory capacity. Not being a voting member, staff will input technical and factual information.

Commissioner Goosby said that before he joined the Commission there had apparently been an agreement by the Commission to bring BART into the center of the garage.

Mr. Turpen said there are questions about Southern Pacific, the West of Bayshore, and the new interchange, and questions as to whether or not there should be a transportation interface on the West of Bayshore tying in with Southern Pacific and bringing BART in West of Bayshore instead of into the Airport.

Commissioner Goosby again expressed his desire to keep the Commission up-to-date on this.

Commissioner Goosby asked that when JoAnne Auerbach sends reports on the Meet and Confer sessions to please provide the same label headings in each report. He thanked Ms. Auerbach for providing the reports to the Commission. He said that they should be discussed in closed session so that the Commission can give staff some direction.

Commissioner Fleishell asked who had been appointed as the Airport representative to the Task Force.

Mr. Turpen responded that Mr. Sheldon Fein of Landside Operations was the Airport representative.

Commissioner Fleishell said that the President was Quentin Kopp and asked if any thought had been given to making the Commission's views known to him.

Mr. Turpen responded that the Airport was not part of Supervisor Kopp's group. He said that the resolution to be prepared for the Commission will synthesize previous Commission resolutions on mass transportation. The posture that the Commission takes can then be officially offered to the task Force.

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F. AGENDA ITEMS INVOLING MAJOR POLICY OR OPERATIONAL DECISIONS:

The following item was put over to the January 17, 1984 meeting.

4. Policy Statement on Commercial Advertising.

Resolution approving the policy statement for commercial advertising in the Terminal Building Complex and Public Parking Garage.

Commissioner Fleishell said that he ran across a case in Washington, D.C. that dealt with Washington National and Dulles airports that said that airports which have advertising policies may not limit the content of the advertising. Commission Fleishell asked Mr. Garibaldi if the analysis of the case that he requested had been sent to staff and the Commission.

Mr. Don Garibaldi, Airport General Counsel, responded that the Commission had not received a copy of the analysis.

Commissioner Fleishell requested copies be sent to the Commission.

5. Policy on Subleasing by Airlines.

No. 83-0327 — Resolution establishing 15 percent of direct costs as the limit which an airline may charge as an administrative charge pursuant to a sublease.

6. Authorization to lease space to the U.S. Government for use by the Drug Enforcement Administration.

No. 83-0328 — Resolution authorizing the Director of Airports to enter into an agreement to lease 1051 square feet of office space to the U.S. Government for use by the Drug Enforcement Administration.

Commissioner Fleishell questioned the statement "... prior to February 15, 1983 the rent will be" ...." and after February 15, 1983 the rent will be ....." yet the lease was being signed in December, 1983.

Ms. Angela Gittens, Deputy Director of Business and Finance, responded that the date should read February, 1984. She explained that staff wanted to bring it to the Commission early so that if the government agreed (which they had by the time of this meeting) it could be done before the beginning of January and they could move out so that the South Terminal renovation could begin.

Commissioner Fleishell said that the Airport was paying them to move out early and read from the lease "..... a one time rent concession is a small price to pay for the advantage of early termination."

Ms. Gittens responded that it is a rent concession.

Commissioner Fleishell said that you are paying when you fail to collect money.

7. Supplemental Appropriation for Six (6) Window Cleaner Positions, $138,082.

No. 83-0329 — Resolution requesting (1) appropriation of $138,082 to fund six Window Cleaner positions, and (2) reduction of $154,000 in the amount budgeted for the window cleaning contract.

Commissioner Goosby asked if there was an existing Civil Service list for window cleaners.

Mr. Dennis Bouey, Deputy Director for Facilities, Operations and Maintenance, said that there was not. He said that six people have been hired and they were all referred by the Civil Service Commission. He said they are all being paid out of temporary salaries and they will take the Civil Service test when it is given.

Commissioner Bernstein said that if the railing in the Central Terminal could be moved out 18-inches perhaps window cleaners wouldn't be needed.

Mr. Bouey said staff was looking at barriers there and elsewhere in the terminal if it is consistent with what Mr. Yuen and the architects want.

Mr. Bouey commented that there are 270,000 sq.ft. of glass in the three terminals, the Engineering and Maintenance buildings and he felt the six window washers are needed.

Mr. Yuen said he asked Gensler about proposals for either moving the railing out or building another one.

Commissioner Kadish asked that this be put on the trailing calendar for a report in January.

8. Award of Contract No. 1013
Computerized Parking Control System

No. 83-0330 — Resolution approving award of Contract No. 1013 to Autoscan Systems, Inc., for $1,016,667.

Mr. Turpen explained that this was a re-bid. There was one discrepancy in Autoscan's bid; there was a written medical. Staff recommends waiving the discrepancy, and, according to the City Attorney, it is perfectly legitimate. Staff recommends awarding the contract to Autoscan, the low bidder.

Commissioner Fleishell said that the resolve in the resolution asks that the Commission ".....reject all other bids" yet we are not rejecting any bids.

Commissioner Kadish commented that there would be problems if all bids were rejected and something happened with the first bidder.

Mr. Don Garibaldi, Airport General Counsel, responded that this is the standard format for all resolutions with respect to bids; to accept the low bid and reject all others. He said that once the contract is awarded to the low bidder, performance bonds and other bonds go into effect, which is what the Airport's penalty is if the contractor does not go forward after the award of contract.

Commissioner Bernstein said he reviewed a copy of a letter of protest from Trindell.

Mr. Garibaldi said that Trindell's letter was received after the specified time for filing any protest. The letter was reviewed and the first three items relate to technical specifications, and that research indicates that there is no deviation in substance from the specifications. Staff is satisfied that the contract can be awarded to the low bidder.

The following item was unanimously adopted as amended.

9. Award of Professional Services Agreement.

No. 83-0331 — Award of the Professional Services Agreement for testing of construction materials of Phase I & II of the South Terminal Modernization and Replacement Program. Cost not-to-exceed $450,000.

Commissioner Fleishell asked why this item was not bid.

Mr. Yuen responded that this was a professional services contract. He said this firm was chosen because it had the lowest price and staff has found their work to be competent.

Commissioner Fleishell questioned the statement in the resolution that reads: "RESOLVED, That the Commission hereby approves the agreement on file with the Secretary."

Mr. Don Garibaldi responded that it refers to the contract that is attached to the resolution. He said it should have another statement directing the Director to enter into the agreement on behalf of the Commission.

Commissioner Kadish suggested that the wording be changed.

Mr. Yuen called Commissioner Fleishell's attention to the last sentence in the paragraph that states this firm had the lowest price.

Commissioner Fleishell said the wording in the resolution should grant authority to the Director to enter into a contract.

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G. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The following items were unanimously adopted:

10. Bid Call - Airport Contract No. 1449-
Replacement of Cable 12TA-6.

No. 83-0332. Resolution approving the scope, budget, and schedule for Airport Contract No. 1449, Replacement of Cable 12TA-6, and authorizing the Director of Airports to call for bids when ready.

The purpose of this contract is to replace a defective cable serving one of two sources of electric power to rental car tenants on the south side of the terminal roads.

Construction time is 210 calendar days.

11. Award of Airport Contract No. 1530
Site Preparation for Mobile Life Support Unit.

No. 83-0333 Resolution awarding Contract No. 1530 to the lowest, regular and responsible bidder, the Lowrie Paving Company, Inc., 1321 Lowrie Avenue, P.O. Box 2465, South San Francisco, CA 94083 - 761-2265.

Two bids were received on November 8, 1983 as follows:

Contractor	Amount Bid
1. Lowrie Paving Company, Inc.	$49,500.00
2. J.M. Construction	$72,000.00

Construction time is 60 calendar days.

12. Philippine Airlines Rental Credit - $8,107.

No. 83-0334. Resolution approving rental credit for Philippine Airlines in the amount of $8,107 for certain improvements to the International Terminal.

The following item was put over.

13. Assignment of Concession Agreements for Operation of Video Game Room.

Resolution consenting to the Assignment of Atari, Inc. - Leases for Video Game Rooms in the North Terminal and Central Terminal to Atari Adventure Corporation.

Commissioner Goosby asked if Atari explained why they were changing the lease name to Atari Adventure Corporation.

Commissioner Fleishell responded that under the terms of the assignment the assignor still retains full responsibility for the contract so their motives are not important.

Commissioner Bernstein asked if there should be some sort of investigation to determine if they will be as good as the master operator. He asked if this was merely an assignment of the lease or an assignment of the operation.

Commissioner Fleishell responded that since this is a percentage lease the performance of the leasee is important and staff should follow up.

Commissioner Bernstein suggested the item be put over.

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H. SPECIAL ITEM:

14. Review of Courtyards - verbal report.

Mr. Turpen reminded the Commission that due to the Airport construction program there would only be one courtyard available at the far end of the North Terminal. The number of spaces has been

reduced from a 380 total in four courtyards to 70 spaces. He said that there will be spaces available for the Commission in the Southeast and Northeast Courtyards.

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I. COMMUNICATIONS:

There were no items discussed by the Commission.

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J. TRAILING CALENDAR:

There was no discussion of items on the trailing calendar.

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L. ADJOURNMENT TO GO INTO CLOSED SESSION:

There being no further calendared business before the Commission the meeting was adjourned at 3:30 P.M. to go into closed session.

Jean Caramatti
Commission Secretary